

Charter
Defense Innovation Board

1. Committee's Official Designation: The committee shall be known as the Defense Innovation Board ("the Board").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) (5 U.S.C., Appendix) and 41 C.F.R. § 102-3.50(d), established this discretionary advisory committee.
3. Objectives and Scope of Activities: The Board shall provide independent advice and recommendations to address challenges and accelerate innovation adoption into the culture, technologies, organizational structures, processes, and functions of the Department of Defense (DoD).
4. Description of Duties: The Board shall provide independent advice and recommendations using a focus on innovative means to address future challenges and accelerate innovation adoption into the culture, technologies, organizational structures, processes, and any other topics raised by the Secretary of Defense, the Deputy Secretary of Defense, the Chief Management Officer of the Department of Defense (CMO) ("the DoD Appointing Authorities"), or the Under Secretary of Defense for Research and Engineering (USD(R&E)).

The Board is not established to advise on individual DoD procurements, but instead shall be concerned with the pressing and complex technological problems facing the DoD in such areas as research, engineering, organizational structure and process, business and functional concepts, and manufacturing, and will ensure the identification of new technologies and new applications of technology in those areas to strengthen national security. No matter shall be assigned to the Board for its consideration that would require any Board member to participate personally and substantially in any actions related to procurements or place him or her in the position of acting as a contracting or procurement official.

5. Agency or Official to Whom the Committee Reports: The Board reports to the Secretary of Defense and the Deputy Secretary of Defense, through the USD(R&E). The USD(R&E), pursuant to DoD policies and procedures, may act upon the Board's advice and recommendations.
6. Support: The DoD, through the Office of the USD(R&E), shall provide the necessary support for the Board and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act ("the Sunshine Act") (5 U.S.C. § 552b), governing Federal statutes and regulations, and DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$1,750,000. The estimated annual personnel cost to the DoD is 7.0 full-time equivalents.
8. Designated Federal Officer: The Board's Designated Federal Officer (DFO), shall be a full-time or permanent part-time DoD civilian officer or employee, or active duty member of the Armed Services, designated in accordance with DoD policies and procedures.

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The Board's DFO is required to attend all Board and subcommittees meetings for the entire duration of each and every meeting. However, in the absence of the Board's DFO, a properly approved Alternate DFO, duly designated to the Board in accordance with DoD policies and procedures, shall attend the entire duration of all Board and subcommittees meetings.

The DFO, or the Alternate DFO, calls all Board and subcommittees meetings; prepares and approves all meeting agendas; and adjourns any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public's interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Board's DFO, in consultation with the Board's Chair and the USD(R&E). The estimated number of Board meetings is four per year.
10. Duration: The need for this Board is on a continuing basis; however, this charter it is subject to renewal every two years.
11. Termination: The Board shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the DoD renews the charter in accordance with DoD policies and procedures.
12. Membership and Designation: The Board shall be composed of no more than 20 members. The members must possess some or all of the following:
 - (a) A proven track record of sound judgment in leading or governing large, complex private sector corporations or organizations;
 - (b) demonstrated performance in identifying and adopting new technology innovations into the operations of large organizations in either the public or private sector;
 - (c) demonstrated performance in developing new technology concepts; and
 - (d) a proven track record as a distinguished academic or researcher at an accredited college or institute of higher education.

The appointment of Board members will be approved by the DoD Appointing Authorities for a term of service of one-to-four years, with annual renewals, in accordance with DoD policies and procedures. No member, unless approved by the DoD Appointing Authorities, may serve more than two consecutive terms of service on the Board, including its subcommittees, or serve on more than two DoD Federal advisory committees at one time.

Board members who are not full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Armed Forces, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE)

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members. Board members who are full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Armed Forces, will be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members.

Board members are appointed to provide advice on the basis of his or her individual best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

The DoD Appointing Authorities shall appoint the Board's leadership from among the membership previously approved, in accordance with DoD policies and procedures, for a one-to-two year term of service, with annual renewal, which shall not exceed the member's approved Board appointment.

Except for reimbursement of official Board-related travel and per diem, Board members serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board. Establishment of subcommittees shall be based upon a written determination, to include terms of reference (ToR), by the DoD Appointing Authorities or the USD(R&E), as the Board's Sponsor. All subcommittees operate in accordance with the FACA, the Sunshine Act, governing Federal statutes and regulations, and DoD policies and procedures. If a subcommittee duration, as determined by the ToR, exceeds that of the Board's charter and, the DoD does not renew the Board's charter, then the subcommittee shall terminate when the Board does.

Subcommittees shall not work independently of the Board and shall report all their advice and recommendations solely to the Board for its thorough deliberation and discussion at a properly noticed and open Board meeting, subject to the Sunshine Act. Subcommittees have no authority to make decisions or recommendations, verbally or in writing, on behalf of the Board. No subcommittee nor any of its members may provide updates or report, verbally or in writing, directly to the DoD or to any Federal officer or employee, or active duty member of the Armed Forces. If a majority of Board members are appointed to a particular subcommittee, then that subcommittee may be required to operate pursuant to the same FACA notice and openness requirements governing the Board's operations.

Individual appointments to serve on Board subcommittees shall be approved by the DoD Appointing Authorities for a term of service of one-to-four years, with annual renewals, in accordance with DoD policy and procedures. No member shall serve more than two consecutive terms of service on the subcommittee, unless approved by the DoD Appointing Authorities. Subcommittee members, who are not full-time or permanent part-time Federal civilian officers or employees, or active duty members of the Armed Forces, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal civilian officers or employees, or

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active duty members of the Armed Forces, shall be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE members.

The DoD Appointing Authorities shall appoint subcommittee leadership from among the membership previously appointed to serve on the subcommittee in accordance with DoD policies and procedures, for a one-to-two year term of service, with annual renewal, which will not exceed the member's approved term of service.

Each subcommittee member is appointed to provide advice on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflicts of interest.

Currently, the USD(R&E) has approved two permanent subcommittees to the Board. All work performed by these subcommittee will be sent to the Board for its thorough deliberation and discussion.

- 1) Science and Technology Subcommittee of the Defense Innovation Board—composed of not more than 15 members to understand the dynamics of the Department of Defense's (DoD) science and technology ecosystem in order to make recommendations on how DoD might enhance its approach to scientific research and the translation of research findings to mission support, at a systematic level, to increase and expand innovation in DoD.
 - 2) Workforce, Behavior and Culture Subcommittee of the Defense Innovation Board—composed of not more than 15 members to understand the dynamics of the DoD's workforce and to make recommendations as to how innovation might be enhanced in the DoD through the application of relevant private sector practices and academic scholarship related to organization leadership and management, behavioral economics, and organization culture.
14. Recordkeeping: The records of the Board and its subcommittees shall be managed in accordance with General Record Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552).
15. Filing Date: April 15, 2020