



CHARTER

NATIONAL VACCINE ADVISORY COMMITTEE

Purpose

The Secretary of Health and Human Services is mandated under Section 2101 of the Public Health Service Act (42 U.S.C. Section 300aa-1) to establish a National Vaccine Program (NVP) to achieve optimal prevention of human infectious diseases through immunization and to achieve optimal prevention against adverse reactions to vaccines. The National Vaccine Advisory Committee shall advise and make recommendations to the Director of the NVP on matters related to the Program's responsibilities.

Authority

42 U.S.C. Section 300aa-5, Section 2105 of the Public Health Service (PHS) Act, as amended. The committee is governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of advisory committees.

Function

The National Vaccine Advisory Committee shall:

- (1) Study and recommend ways to encourage the availability of an adequate supply of safe and effective vaccination products in the United States.
- (2) Recommend research priorities and other measures the Director of the NVP should take to enhance the safety and efficacy of vaccines.
- (3) Advise the Director of the NVP in the implementation of Sections 2102, 2103, and 2104 of the PHS Act.
- (4) Identify annually, for the Director of the NVP, the most important areas of governmental and non-governmental cooperation that should be considered in implementing Sections 2102, 2103, and 2104 of the PHS Act.

Structure

The committee shall consist of 15 members, including the Chair. Members and Chair shall be appointed by the Director of the NVP, in consultation with the National Academy of Sciences, from among individuals who are engaged in vaccine research or the manufacture of vaccines, or who are physicians, members of parent organizations concerned with immunizations, representatives of State or local health agencies or public health organizations, and nine nonvoting ex officio members as follows: Director for Health and Nutrition, Agency for International Development; Director, Centers for Disease Control and Prevention; Director, Food and Nutrition Service, Department of Agriculture; Deputy Assistant Secretary for Clinical Services, Office of the Assistant Secretary for Health Affairs, Department of Defense; Commissioner, Food and Drug Administration; Administrator, Centers for Medicare and Medicaid Services; Chief Medical Officer, Health Resources and Services Administration; Director, Division of Vaccine Injury Compensation, Bureau of Health Professions, Health Resources and Services Administration; Director, National Institutes of Health, or their designees, and such additional officials of the U.S. Government deemed necessary by the Director of the NVP for the committee to effectively carry out its functions. There shall also be one nonvoting liaison representative from the American Association of Health Plans, and such other nonvoting liaison representatives as the Director of the NVP deems necessary to effectively carry out the functions of the committee.

Members shall be invited to serve for overlapping terms of up to four years, except any member appointed to fill a vacancy of an unexpired term shall be appointed for the remainder of the term. Terms of more than two years are contingent upon the renewal of the committee by appropriate action prior to its termination. A member may serve 180 days after the expiration of that member's term if a successor has not taken office.

Subcommittees composed entirely of members of the parent committee may be established from time to time. The Department Committee Management Officer will be notified upon establishment of each subcommittee, and will be provided information on its name, membership, function, and estimated frequency of meetings. Management and support services shall be provided by the National Vaccine Program Office.

Meetings

Meetings shall be held approximately three times per year at the call of the Chair with the advance approval of a government official who shall also approve the agenda. A government official shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary or other official to whom the authority has been delegated; notice of all meetings shall be given to the public.

Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and Departmental regulations.

Compensation

Members who are not full-time Federal employees shall be paid at the rate of \$250 per day, plus per diem and travel expenses in accordance with Federal travel regulations.

Annual Cost Estimate

Estimated annual cost for operating the committee, including compensation and travel expenses for members but excluding staff support, is \$112,769. Estimate of annual person-years of staff support required is 1.95, at an estimated annual cost of \$220,864.

Reports

In the event the entire and/or portion of a committee meeting is closed to the public, a report shall be prepared that shall contain, at a minimum, a list of members and their business addresses; the committee's functions, dates, and places of meetings; and a summary of the topics discussed and/or committee business conducted and the resulting recommendations made. A copy of the report shall be provided to the Department Committee Management Officer.

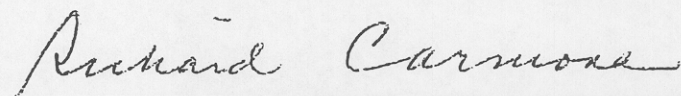
Termination Date

Unless renewed by the appropriate action prior to the date stipulated, the National Vaccine Advisory Committee will terminate on July 30, 2005.

Approved:

JUL 30 2003

Date



Surgeon General and Acting Assistant Secretary for Health