

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
CHARTER OF THE
AEROSPACE SAFETY ADVISORY PANEL**

1.0 OFFICIAL DESIGNATION

This charter sets forth the purpose for the panel officially designated as the Aerospace Safety Advisory Panel originally established under Section 6 of the National Aeronautics and Space Administration Authorization Act, 1968, as amended (P.L. 90-67, codified at 42 U.S.C. § 2477).

2.0 OBJECTIVES AND SCOPE

The Panel will review, evaluate, and advise on elements of NASA's safety and quality systems, including industrial and systems safety, risk management and trend analysis, and the management of these activities. Priority will be given to those programs that involve the safety of human flight.

3.0 PERIOD

The Panel will perform duty for the period specified in Section 9.0

4.0 REPORTING

The Panel will function in an advisory capacity to the Administrator, and through the Administrator, to those organizational elements responsible for the management of the NASA safety and quality activities.

5.0 PANEL ORGANIZATION AND SUPPORT

5.1 Panel Members: The Panel will consist of a maximum of nine members who will be appointed by the NASA Administrator. Consistent with the two-year duration of this Charter, members will be appointed for two years and could be re-appointed by the NASA Administrator up to a maximum of six years as originally set forth in 42 U.S.C. § 2477.

5.2 Panel Chairman: One member shall be designated by the Panel as its Chairman.

5.3 Panel Composition: The panel will be composed of recognized safety, management, and engineering experts from industry, academia, and other government agencies.

5.4 NASA Membership: As originally set forth in 42 U.S.C. § 2477, not more than four Panel members shall be chosen from the officers and employees of the National Aeronautics and Space Administration.

5.5 Panel Support: The NASA Headquarters Office of Safety and Mission Assurance will provide a staff, to be comprised of full-time NASA employees, to provide support to the Panel.

6.0 PANEL DUTIES

6.1 The duties of the Panel as originally set forth in 42 U.S.C. § 2477 continue:

“The Panel shall review safety studies and operations plans referred to it and shall make reports thereon, shall advise the Administrator with respect to the hazards of proposed or existing facilities and proposed operations and with respect to the adequacy of proposed or existing safety standards and shall perform such other duties as the Administrator may request.”

6.2 Quarterly Report: The Panel shall submit quarterly reports to the Administrator. Findings that are time critical will be reported immediately.

6.3 Special Reviews and Evaluations: The Administrator may request certain special studies, reviews, and evaluations. The Panel will submit reports with comments and recommendations as deemed appropriate by the Panel to the Administrator within the timeline specified by the Administrator.

7.0 ESTIMATED ANNUAL COSTS

The NASA Headquarters Office of Safety and Mission Assurance will provide the budget for operation of the Panel. The estimated annual operating cost totals \$555,000 including 3.0 work-years for staff support.

8.0 ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

8.1 Meetings: There will be four full Panel meetings each year to perform their duties as described in Section 6.0.

8.2 Special Meetings: Special meetings of the Panel may be required.

9.0 PLANNED TERMINATION DATE

Pursuant to the FACA, 5 U.S.C. App., this charter expires 2 years from approval date and can be renewed if the NASA Administrator determines that it is in the public interest in connection with the performance of Agency duties under the law and with the concurrence of the General Services Administration.

10.0 FILING DATE

This charter replaces the Charter of the NASA Aerospace Safety Advisory Panel dated May 1, 2003, effective on this date.

Signed
Sean O'Keefe

November 18, 2003