

# NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

## CHARTER OF THE INTERNATIONAL SPACE STATION NATIONAL LABORATORY ADVISORY COMMITTEE

- 1. Official Designation:** The International Space Station National Laboratory Advisory Committee (INLAC, the “Committee”).
- 2. Authority:** This Committee is established under Section 602 of the National Aeronautics and Space Administration (NASA) Authorization Act of 2008 (P.L. 110-422 codified at 51 U.S.C. §70906). The NASA Administrator hereby renews the Committee’s charter, pursuant to the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.
- 3. Scope and Objectives:** In accordance with 51 U.S.C. §70906, the Committee shall monitor, assess, and make recommendations regarding effective utilization of the International Space Station (ISS) as a national laboratory and platform for research.
- 4. Description of Duties:** The Committee will function in an advisory capacity to the NASA Administrator and will comply with the provisions of FACA.
- 5. Official to Whom the Committee Reports:** The Committee reports to the NASA Administrator. In accordance with 51 U.S.C. §70906, the Committee shall submit to the NASA Administrator, on an annual basis or more frequently as considered necessary by a majority of the members of the Committee, a report containing the assessments and recommendations required by Section 3.
- 6. Support:** NASA shall provide staff support and operating funds for the Committee. Specifically, the Space Operations Mission Directorate, NASA Headquarters, will provide administrative support and the NASA Johnson Space Center will provide staff support to the Committee.
- 7. Estimated Annual Operating Costs and Staff Years:** The estimated annual operating costs will be approximately \$150,000, including 0.5 full-time equivalent for NASA civil servant staff support, technical report writing, travel, and meeting logistics support. In addition, contractor support may be utilized as appropriate.
- 8. Designated Federal Officer (DFO):** The DFO of the Committee shall be appointed by the NASA Administrator and shall also serve as the Executive Director. The DFO must be either a full-time or a permanent part-time employee who must call, attend, and adjourn committee and subcommittee meetings; approve agendas; maintain all required records; ensure efficient operations; and provide copies of the Committee reports to the NASA Committee Management Officer for forwarding to the Congress. The DFO shall work closely with the NASA Office of the General Counsel (OGC) to ensure that any Government ethics requirements that apply to the committee members are met in a timely manner.

**9. Estimated Number and Frequency of Meetings:** There will be approximately two Committee meetings held each year to perform the duties as described in Section 3. Meetings shall be open to the public unless it is determined that the meeting, or a portion of the meeting, will be closed in accordance with the Government in the Sunshine Act.

**10. Duration:** In accordance with 51 U.S.C. §70906, the Committee shall exist for the life of the ISS.

**11. Termination:** The Committee shall terminate at the end of the life of the ISS. The charter for the Committee will terminate two years from the filing date.

**12. Membership and Designation:** In accordance with 51 U.S.C. §70906, the Committee (and subcommittees thereof, if any) shall be composed of the individuals representing organizations who have formal agreements with NASA to utilize the United States (U.S.) portion of the ISS, including allocations within partner elements. The Administrator shall appoint a Chair from among the members of the Committee. All members will serve as Representatives for a two-year term.

**13. Subcommittees:** Subcommittees, task forces, and/or work groups may be established by NASA to conduct studies and/or fact-finding requiring an effort of limited duration. Such subcommittees, task forces, and work groups will report their findings and recommendations directly to the Committee and must not report directly to the agency.

**14. Recordkeeping:** The records of the Committee, subcommittees, or other subgroups of the Committee shall be handled in accordance with General Records Schedule 6.2, or other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C.552.

**15. Filing Date:** This charter shall become effective upon the filing of this charter with the appropriate U.S. Senate and House of Representatives oversight committees.



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Bill Nelson  
Administrator  
National Aeronautics and Space Administration

9/27/2021

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Signature Date

9/28/2021

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Congressional Filing Date