§ 12.2 Definitions.

As used in this part—

Act means the Federal Advisory Committee Act (86 Stat. 770).

Administrator means the Administrator of the Federal Emergency Management Agency.

Advisory Committee is used as per the meaning set forth in section 3(2) of the Act.

Agency means the Federal Emergency Management Agency, established by Presidential Reorganization Plan No. 3 of 1978, or any component thereof.

Administrator, GSA means the Administrator of General Services.

FEMA means the Federal Emergency Management Agency.

GSA means the General Services Administration.

Presidential Advisory Committee means an advisory committee which advises the President of the United States.

Secretariat means the Committee Management Secretariat of the General Services Administration.

Any officer of the Federal Government means any agency official or employee of the Federal government designated to perform duties with respect to an advisory committee established under this part.

Nonstatutory advisory committee means an advisory committee not established by statute or reorganization plan.

§ 12.3 Policy.

In determining whether an advisory committee should be created, and in reviewing the functions of operating advisory committees, the Agency will:

(a) Establish new advisory committees only when they are determined to be essential, keeping their number to the minimum necessary to accomplish the assigned mission of the agency or its components;

(b) Provide standards and uniform procedures to govern the establishment, operation, administration, and duration of the advisory committees;

(c) Terminate the advisory committees when they are no longer necessary to carry out the purposes for which they were established; and

(d) Keep the Congress and the public informed with respect to the number, purpose, membership, activity, and cost of the advisory committees.

§ 12.4 Interpretations.

Except as specifically authorized in writing by the Administrator, including internal instructions, no interpretation of the meaning of the regulations in this part by any employee or officer of the Agency, other than a written interpretation by the Chief Counsel, will be recognized to be binding upon the Agency.

§ 12.5 Advisory committee management officer.

(a) The Director, Records Management Division, Office of Management serves as FEMA’s advisory committee management officer and shall:

(1) Exercise control and supervision over the establishment, procedures, and accomplishments of the advisory committees established by the Director; and