FREDERICK NATIONAL LABORATORY ADVISORY COMMITTEE TO THE NATIONAL CANCER INSTITUTE

CHARTER SUMMARY

AUTHORITY

Authorized by 42 U.S.C. 285a-2(b)(7), section 413(b)(7) of the Public Health Service (PHS) Act, as amended. The Frederick National Laboratory Advisory Committee to the National Cancer Institute (Committee) is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. §§ 1001-1014).

MEMBERSHIP AND DESIGNATION

The Committee will consist of up to 16 members selected from the public, including the Chair, appointed by the Director, NCI (appointed members). Appointed members will be authorities knowledgeable in cancer research, drug and vaccine development, clinical trials support, AIDS research, bioinformatics, genomics, nanotechnology, biological repositories, and basic research in immunology and infectious diseases.

All appointed members must be eligible to serve as and will serve as Special Government Employees, as defined by 18 U.S.C. § 202. Appointed members will be invited to serve for overlapping four-year terms. Additionally, the Committee will include, as non-voting ex officio members, a representative from the National Cancer Advisory Board, the NCI Board of Scientific Advisors, and the NCI Board of Scientific Counselors, whose terms of service on this Committee will be limited to the duration of their terms on their respective Boards. No individual who is affiliated with the Contractor organization will serve on this Committee. An appointed member may serve after the expiration of that member's term until a successor has taken office. A quorum for the conduct of business by the full Committee will consist of a majority of currently appointed members.

DESCRIPTION OF DUTIES

The NCI Facility in Frederick, Maryland, was established in 1972 as a government-owned contractor-operated (GOCO) facility. In 1975, the facility was designated as a Federally Funded Research and Development Center (FFRDC) to provide a unique national resource within the biomedical research community for the development of new technologies and the translation of basic science discoveries into novel agents for the prevention, diagnosis and treatment of cancer and AIDS.

The Committee will review the state of research (extramural and intramural) at FNLCR and make recommendations for the best use of its capabilities and infrastructure. Specifically, the Committee will review major new projects proposed to be performed at FNLCR and advise the Director, NCI, Deputy Directors, NCI, and Associate Director, FNLCR about the intrinsic merit of the projects and about whether they should be done at the FNLCR. In addition, the Committee will periodically review the existing portfolio of projects at FNLCR, evaluate their productivity, help determine which of these

projects should be transitioned to more conventional mechanisms of support (i.e., grants, contracts, cooperative agreements), and which should be considered for termination. The Committee will provide advice to help assure that the operations at FNLCR are open, transparent, and in the best interests of the entire cancer research community.

Contractor-initiated research will be monitored and evaluated periodically within the span of a contract period. The Committee will consider proposed research and will provide advice as to whether the FNLCR is the best mechanism for carrying out these projects which it deems to be of merit and to be consistent with the mission of the National Cancer Institute and FNLCR.

The Committee will submit a written description of the research and its recommendations to the Director, NCI, Deputy Directors, NCI, and the Associate Director, FNLCR. The advisory role of the Committee is scientific and does not include deliberation on matters of public policy.

As needed and with the approval of the Designated Federal Officer, the Committee may call upon special consultants, assemble ad hoc working groups, appoint subcommittees, and convene workshops and conferences.

ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

Meetings of the full Committee will be held approximately 3 times within a fiscal year. Meetings will be open to the public except as determined otherwise by the Secretary of Health and Human Services (Secretary) at the request of the DFO in accordance with 5 U.S.C. 552b(c) and 41 C.F.R. 102- 3.155 including specifying the specific exception(s) that justifies closure. Notice of all meetings will be given to the public. In the event a portion of a meeting is closed to the public, as determined by the Secretary, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and the Federal Advisory Committee Act, an annual report of closed or partially-closed meetings will be prepared which will 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 Committee's activities and recommendations made during the fiscal year.