

**U.S. DEPARTMENT OF COMMERCE  
BUREAU OF INDUSTRY AND SECURITY  
SENSORS AND INSTRUMENTATION TECHNICAL ADVISORY COMMITTEE**

**CHARTER**

- 1. Committee's Official Designation (Title).** Sensors and Instrumentation Technical Advisory Committee (SITAC).
  
- 2. Authority.** In accordance with Section 5(h)(1) of the Export Administration Act of 1979, as amended (50 U.S.C. §§ 4601-4623 (the "Act")), the Assistant Secretary for Export Administration, Bureau of Industry and Security, made the following determinations necessary for the continuation of the work of the SITAC:
  - a. Representatives of a substantial segment of the sensors and instrumentation industry have requested the appointment of this technical advisory committee.
  
  - b. Articles, materials, and supplies of sensors and instrumentation, including technical data and other information, are difficult to evaluate because of questions concerning technical matters, worldwide availability, actual use of the products and technology, and licensing procedures.

Consistent with Section 5(h)(4) of the Act, the Secretary of Commerce has consulted with the SITAC with regard to its continuation and the SITAC has recommended that the charter be renewed. The SITAC was initially chartered in 1973 under the authority of the Export Administration Act of 1969, which expired on September 30, 1979. The SITAC has continued to advise the Department under renewed charters since that time. The charter is hereby renewed consistent with the Export Administration Act of 1979, as amended<sup>1</sup>, and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. app.

**3. Objectives and Scope of Activities.** The objectives of the SITAC are to advise and assist the Secretary of Commerce and other Federal agencies and officials referred to in Section 5(h)(2) of the Act with respect to actions designed to carry out the policy set forth in Section 3(2)(A) of the Act. The SITAC will be consulted where a recognized need of the Department of Commerce exists with respect to questions involving: (a) technical specifications and policy issues relating to those specifications that are of concern to the Department; (b) worldwide

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<sup>1</sup> From August 21, 1994 through November 12, 2000, the Act was in lapse. During that period the President, through Executive Order 12924, which had been extended by successive Presidential Notices, the last of which was August 3, 2000, (3 C.F.R., 2000 Comp. 397 2001)), continued the Export Administration Regulations (EAR) in effect under the International Emergency Economic Powers Act (50 U.S.C. §§ 1701-1706 (2000)) ("IEEPA"). On November 13, 2000, the Act was reauthorized and it remained in effect through August 20, 2001. Since August 21, 2001, the Act has been in lapse and the President, through Executive Order 13222, of August 17, 2001 (3 C.F.R., 2001 Comp. 783 (2002)), which has been extended by successive Presidential Notices, the most recent being that of August 15, 2017 (82 *Fed. Reg.* 39005), has continued the Regulations in effect under IEEPA.

availability of products and systems, including quantity and quality, and actual utilization of production technology; (c) licensing procedures that affect the level of export controls applicable to any goods, software, or technology; (d) revisions of the Control List, including proposed revisions of multilateral controls in which the United States participates; (e) the issuance of regulations; and (f) any other matters relating to actions designed to carry out the policy set forth in Section 3(2)(A) of the Act. The SITAC's activities include evaluation and commentary on data and other evidence available from the Department, other reliable sources, and its own experience. The SITAC will provide advice to the Department with respect to these matters. The Chairperson will submit an annual report and annual plan to the Department. The report will include a summary of the efforts of the SITAC during the year and any recommendations agreed on by the SITAC.

**4. Description of Duties.** The SITAC functions solely as an advisory body in compliance with the provisions of FACA.

**5. Agency or Official to Whom the Committee Reports.** The SITAC reports to the Assistant Secretary for Export Administration, Bureau of Industry and Security, U.S. Department of Commerce.

**6. Support.** The Office of Technology Evaluation, Bureau of Industry and Security, provides administrative support services for the SITAC.

**7. Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost of the SITAC is \$41,520, which includes an estimated 0.3 person-year of staff support. Industry members will not be compensated for their services, nor will they be reimbursed for travel, subsistence, and other expenses incurred by them in connection with their duties as members of the SITAC.

**8. Designated Federal Officer (DFO).** The Assistant Secretary for Export Administration will designate a full-time or permanent part-time employee of the Bureau of Industry and Security to serve as the DFO for the committee in accordance with agency procedures. The DFO will approve or call all of the committee's and subcommittee's meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair committee meetings when directed to do so by the Assistant Secretary for Export Administration.

**9. Estimated Number and Frequency of Meetings.** The SITAC meets at least every three months at the call of the Chairperson, unless the Chairperson determines, in consultation with other members of the SITAC, that such a meeting is not necessary to achieve the purposes of the Act. Meetings and work of the SITAC shall be consistent with the provisions of Section 5 of the Act as well as the provisions of the FACA.

**10. Duration.** Continuing.

**11. Termination.** This charter will terminate two years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier

terminated or renewed by proper authority. As required by Section 5(h)(4) of the Act, the Secretary shall consult SITAC with regard to termination or extension of the SITAC.

**12. Membership and Designation.** The SITAC consists of not more than 50 members from industry and government who are appointed by the Secretary of Commerce. All members serve at the pleasure of the Secretary. Industry members are qualified persons from a representative cross-section of the United States who are associated with the export of items subject to control under the EAR. Government members are, to the extent possible, specialists in these product areas or export control technicians. Consistent with Section 5(h)(1) of the Act, the industry members shall not serve on the committee for more than four consecutive years. Members who do not attend four consecutive SITAC meetings will have their membership terminated.

The Chairperson will be elected by SITAC as required by Section 5(h)(4) of the Act. It is desired that the Chairperson serve only a two-year term; however, with a majority vote the Chairperson may be re-elected, subject to continuation of the SITAC.


Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.

Non-federal members serve in a representative capacity and not as special government employees. Federal members serve as regular government employees.

All members must be able to qualify for a Secret security clearance.

**13. Subcommittees.** BIS may establish such subcommittees from among committee members as may be necessary, subject to the provisions of the FACA, the FACA implementing regulations, and applicable Department of Commerce guidance. Subcommittee members must be approved by the Assistant Secretary for Export Administration. Subcommittees must report back to the parent committee, and must not provide advice or work products directly to the agency.

**14. Recordkeeping.** The records of the committee, and any subcommittees, formally or informally established, 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.

  
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Chief Financial Officer and  
Assistant Secretary for Administration

  
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Filing Date