

**UNITED STATES DEPARTMENT OF HOMELAND SECURITY  
TRANSPORTATION SECURITY ADMINISTRATION  
SURFACE TRANSPORTATION SECURITY ADVISORY COMMITTEE  
CHARTER**

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**1. COMMITTEE’S OFFICIAL DESIGNATION:**

Surface Transportation Security Advisory Committee. Also identified as STSAC or Advisory Committee.

**2. AUTHORITY:**

This charter establishes the Surface Transportation Security Advisory Committee (STSAC) under the authority of Section 1969 of the Transportation Security Administration (TSA) Modernization Act (Division K, Title I), of the Federal Aviation Administration (FAA) Reauthorization Act of 2018 (Public Law 115-254, 132 Stat. 3186, October 5, 2018). Section 1969 amended Subtitle A of title IV of the Homeland Security Act of 2002 (6 U.S.C. 201 et seq.). The statute exempts the committee, and any subcommittees, from the Federal Advisory Committee Act (5 U.S.C. App.).

**3. OBJECTIVES AND SCOPE OF ACTIVITIES:**

The Advisory Committee may advise, consult with, report to, and make recommendations to the TSA Administrator on surface transportation security matters, including the development, refinement, and implementation of policies, programs, initiatives, rulemakings, and security directives pertaining to surface transportation security. The Advisory Committee will consider risk-based security approaches in the performance of its duties.

**4. DESCRIPTION OF DUTIES:**

To provide advice and recommendations to the TSA Administrator at his or her request on surface transportation security matters.

**5. OFFICIAL TO WHOM THE COMMITTEE REPORTS:**

TSA Administrator.

**6. AGENCY RESPONSIBLE FOR PROVIDING NECESSARY SUPPORT:**

TSA is responsible for providing financial and administrative support to the STSAC. Within TSA, the Policy, Plans, and Engagement office will provide this support.

**7. ESTIMATED MANAGEMENT COSTS AND STAFF YEARS:**

The annual cost of STSAC management is anticipated to be \$98,500, which includes approximately 0.55 staff years of support. Expenditures for committee activities must be approved in advance by the Designated Federal Officer (DFO). The STSAC members will not receive any compensation from the Federal Government by reason of their service on the STSAC, and will not be reimbursed by the Federal Government for travel or per diem.

**8. DESIGNATED FEDERAL OFFICER:**

The TSA Administrator shall appoint full-time permanent employees to serve as the STSAC DFO and as alternative DFOs. The DFO or alternate DFOs shall approve and schedule all STSAC meetings, approve meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Administrator.

**9. MEMBERSHIP:**

The TSA Administrator will appoint voting members from among stakeholders representing each mode of surface transportation, such as freight rail, highways, mass transit, over the road bus, passenger rail, pipelines, school bus industry, and trucking, including representatives from:

- Associations representing such modes of surface transportation;
- Labor organizations representing such modes of surface transportation;
- Groups representing the users of such modes of surface transportation, including asset manufacturers, as appropriate;
- Relevant law enforcement, first responders, emergency management officials, and security experts; and
- Such other groups as the TSA Administrator considers appropriate.

The TSA Administrator will appoint nonvoting members serving in an advisory capacity from Federal Government departments and agencies with oversight of surface transportation, with the nonvoting members designated by the:

- Department of Defense;
- Department of Energy;
- Department of Homeland Security;
- Department of Transportation;
- National Transportation Safety Board;
- Federal Bureau of Investigation; and

- Other Federal departments or agencies as the TSA Administrator considers appropriate.

**10. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS:**

The STSAC must meet at least semiannually, either in person or through web conferencing, and may convene additional meetings as necessary. Due to the sensitive nature of the material discussed, meetings are typically closed to the public. However, at least one meeting will be open to the public each year. The STSAC will maintain a record of the persons present at each meeting.

**11. DURATION:**

Permanent.

**12. TERMINATION:**

This charter will be in effect until modified or revised.

**13. MEMBER COMPOSITION:**

The STSAC members are appointed by and serve at the pleasure of the TSA Administrator for a 2-year term or until a successor is appointed. In the event the STSAC terminates, all appointments to the committee will terminate. The STSAC is composed of members representing key stakeholder groups in surface transportation security. These membership categories include:

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| 1. Passenger rail  | 10. Labor organizations representing modes of surface transportation                 |
| 2. Freight rail  | 11. Groups representing the users of surface transportation, including manufacturers |
| 3. Mass transit  | 12. Law enforcement  |
| 4. Pipelines   | 13. First responders   |
| 5. Highways  | 14. Security experts   |
| 6. Over-the road bus   | 15. Emergency management officials   |
| 7. School bus industry                                       |  |
| 8. Trucking  |  |
| 9. Associations representing modes of surface transportation |  |

The STSAC will be composed of not more than 40 voting members. Each membership category will have at least one member. Members will serve as representatives and speak on behalf of their respective organizations and are not special government employees as defined in 18 U.S.C. § 202(a).

#### **14. OFFICERS:**

The STSAC will select a Chairperson and Vice-Chairperson from among its voting members. The Vice-Chairperson will act in the absence or incapacity of the Chairperson, or in the event of a vacancy in the office of the Chairperson.

#### **15. SUBCOMMITTEES:**

The STSAC Chairperson, in coordination with the TSA Administrator, may establish within the STSAC any subcommittee that the TSA Administrator and the STSAC determine to be necessary and consistent with this charter. All subcommittees will consider risk-based security approaches and effective practices in the performance of their functions that weigh the optimum balance of costs and benefits in transportation security, for both physical and cyber risks. Each subcommittee will be co-chaired by a government official and industry official. Subcommittees will not work independently of the chartered committee and must report their recommendations and advice to STSAC for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the STSAC and will not report directly to the TSA Administrator, Federal Government, or any other entity.

#### **16. RECORDKEEPING:**

To maintain transparency, records of meetings and deliberations, annual reports, membership information, and a schedule of upcoming meetings will be available on the [www.TSA.gov](http://www.TSA.gov) website, unless otherwise prohibited by law. The STSAC may redact or summarize, as necessary, minutes of the meetings to protect classified or other sensitive information in accordance with law.

#### **17. REPORTS:**

The Advisory Committee is responsible for two types of reports:

1. **Periodic Reports:** The Advisory Committee will periodically submit a report to the TSA Administrator on matters requested by the Administrator, or by a majority of the members of the Advisory Committee; and
2. **Annual Reports:** The Advisory Committee will submit to the Administrator and the appropriate congressional committees an annual report that provides information on the activities, findings, and recommendations of the Advisory Committee during the preceding year.

**18. APPROVAL:**

Date:

  
Patricia F.S. Cogswell  
Acting Deputy Administrator  
Transportation Security Administration

August 22 2019  
Date