

**Agricultural Marketing Service**  
**Grain Inspection Advisory Committee (GIAC)**

**CHARTER**

**1. Committee's Official Designation**

The committee shall be known as the Grain Inspection Advisory Committee (GIAC), hereafter referred to as the Advisory Committee or the GIAC.

**2. Authority**

This charter renews the Grain Inspection Advisory Committee in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App and under Section 21 [7. U.S.C. 87j] of the United States Grain Standards (Act), as amended; the Advisory Committee was established on September 29, 1981.

**3. Objectives and Scope of Activities**

The purpose of the Advisory Committee is to provide advice to the Secretary with respect to the implementation of the United States Grain Standards Act (USGSA), as amended. Congress passed the USGSA to promote the marketing of high-quality grain to domestic and international buyers and maintain objective standards for grain in order to certify the quality of the grain as accurately as practicable. These standards define uniform and descriptive terms to facilitate the grain trade, help determine grain storability, offer users the best possible information to determine end-product yield and quality, provide market incentive frameworks, reflect the economic value-based characteristics to end-users, and accommodate scientific advances in testing.

**4. Description of Duties**

The duties of the Advisory Committee involve providing advice to the Secretary with respect to the implementation of the Act consistent with the declarations of policy in Section 2 of this Act. The Advisory Committee may also provide advice to the Secretary with respect to the implementation of assigned Responsibilities of the Agricultural Marketing Act of 1946. The duties of the Advisory Committee are solely advisory.

**5. Agency or Official to Whom the Committee Reports**

The Advisory Committee through the Agricultural Marketing Service (AMS) Administrator will report to the Secretary.

**6. Support**

Support to the Advisory Committee will be provided by the Federal Grain Inspection Service.

**7. Estimated Annual Operating Costs and Staff Years**

Annual operating costs are estimated to be \$75,000 and 0.12 staff years.

In the performance of their duties away from their homes or regular places of business, Advisory Committee members may be allowed reimbursement for travel expenses including per diem in lieu of subsistence, as authorized by 5 U.S.C. 5703. Alternates' travel expenses may be reimbursed if funding limits allow. Alternatively, travel expenses may be paid by Advisory Committee members.

**8. Designated Federal Officer**

AMS will appoint a full-time or part-time USDA employee as the Designated Federal Officer (DFO) in accordance with established USDA policies and procedures. The DFO and/or alternate DFO will approve all of the Advisory Committee's and subcommittees' meetings and prepare and approve all meeting agendas. The DFO or designee will attend all Advisory 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 official to whom the Advisory Committee reports.

**9. Estimated Number and Frequency of Meetings**

It is estimated that the Advisory Committee will meet no less than annually. Meetings of the Advisory Committee will be open to the public. Subcommittees of the Advisory Committee will meet at the request of the Chairperson in consultation and approval of the DFO.

**10. Duration**

Continuing.

**11. Termination**

This charter will expire two years from the date of the charter filing, unless renewed in accordance with 5 U.S.C., Appendix 2, Section 14.

**12. Membership and Designation**

The Advisory Committee will consist of 15 members and up to 2 alternates to be appointed by the Secretary. Members will be selected from and will represent the interests of all segments of the grain producing, processing, storing, merchandising, consuming, and exporting industries, including grain inspection and weighing agencies and scientists with expertise in research related to the policies in Section 2 of the Act.

Members appointed for their individual scientific expertise will serve as Special Government Employees. Members of the Advisory Committee should be appointed to 3-year terms. After the 3-year term, no member of the committee may serve successive (be reappointed) terms.

A representative of AMS will serve as Executive Secretary and will provide the necessary staff support for the Committee.

The Advisory Committee will elect from among its members a Chairperson and a Vice Chairperson. Elections must be by majority vote of those members present. The Vice Chairperson will act in the absence of the Chairperson.

Equal opportunity practices, in line with USDA policies, will be followed in all membership appointments to the committee. To ensure the recommendations of the committee have taken into account the needs of the diverse groups served by the Department, membership shall include (to the extent practicable), individuals with demonstrated ability to represent minorities, women, and persons with disabilities.

The USDA prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, political beliefs, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA (not all bases apply to all programs). To maintain the highest levels of honesty, integrity and ethical conduct, no Committee or subcommittee member shall participate in any "specific party matters" (i.e., matters are narrowly focused and typically involve specific transactions between identified parties) such as a lease, license, permit, contract, claim, grant, agreement, or related litigation with the Department in which the member has a direct financial interest. This includes the requirement for Committee or Subcommittee members to immediately disclose to the DFO any specific party matter in which the member's immediate family, relatives, business partners or employer would be directly seeking to financially benefit from the Committee's recommendations.

All members will receive ethics training to identify and avoid any actions that would cause the public to question the integrity of the Committee's advice and recommendations. Members who are appointed as "Representatives" are not subject to Federal ethics laws because such appointment allows them to represent the point(s) of view of a particular group, business sector or segment of the public.

Members appointed as "Special Government Employees" (SGEs) are considered intermittent Federal employees and are subject to Federal ethics laws. SGE's are appointed due to their personal knowledge, academic scholarship, background or expertise. No SGE may participate in any activity in which the member has a prohibited financial interest. Appointees who are SGEs are required to complete and submit a Confidential Financial Disclosure Report (OGE-450 form) and, upon request, USDA will assist SGEs in preparing these financial reports. To ensure the highest level of compliance with applicable ethical standards USDA will provide ethics training

to SGEs on an annual basis. The provisions of these paragraphs are not meant to exhaustively cover all Federal ethics laws and do not affect any other statutory or regulatory obligations to which advisory committee members are subject.

**13. Subcommittees**

The DFO may form subcommittees for purposes consistent with this charter. Any subcommittee, workgroup, or task force must report back to the parent committee and must not provide advice or work products directly to the Agency.

**14. Recordkeeping**

The records for the Committee and its subcommittees must be handled according to General Records Schedule (GRS) 6.2, or appropriate USDA policies and procedures. These records must be available for the public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

Information about this Committee is available online at:  
<https://www.gipsa.usda.gov/fgis/advisorycommittee.aspx>

**15. Filing Date**

October 25, 2018