

**FEDERAL COMMUNICATIONS COMMISSION
CONSUMER ADVISORY COMMITTEE
CHARTER**

1. Advisory Committee's Official Designation

The official designation of this Federal Advisory Committee is the "FCC Consumer Advisory Committee" (CAC or Committee).

2. Authority

The CAC is hereby amended at the direction of the Chairman of the Federal Communications Commission (Commission or FCC) and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. ch. 10.

3. Objectives and Scope of Activities

The mission of the CAC is to make recommendations to the Commission on topics specified by the Commission relating to the needs and interests of consumers. The Commission will specify topics the CAC may consider, which may include:

- Consumer protection and education;
- Implementation of statutes, Commission rules, and policies to protect consumers;
- Promoting consumer participation and input into Commission rulemaking proceedings and other decision-making processes; and,
- Impact of new and emerging communications technologies on consumers, including those in underserved areas.

4. Description of Duties

In keeping with its advisory role, the CAC will make recommendations to the Commission on consumer topics, as specified by the Commission, gather data and information and perform analyses that are necessary to respond in the form of recommendations to the questions or matters before it. Approved CAC recommendations shall be reported to the Chairman of the Commission.

5. Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations

Chairman, Federal Communications Commission.

6. Support

The Commission's Consumer and Governmental Affairs Bureau will provide facilities and support staff necessary for CAC meetings and other responsibilities. CAC members will not be compensated for their Committee work and will not be entitled to reimbursement for travel or other Committee-related expenses. To ensure accessibility for persons with disabilities, including Committee members and members of the public, the Commission will provide reasonable accommodations for people with disabilities when directly associated with the conduct of the CAC's meetings.

7. Estimated Annual Operating Costs and Staff Years

Annual operating costs associated with supporting the CAC's functions are estimated to be \$350,000.00, which includes Commission staff time equivalent to 2.75 Full Time Equivalent employees.

8. Designated Federal Officer (DFO)

Full-time or permanent part-time employees, appointed by the Chairman of the Commission, will serve as the Designated Federal Officer (DFO) and Deputy Designated Federal Officer (DDFO). The DFO and DDFO must:

- A. Ensure their advisory committee activities comply with the FACA, FACA Final Rule, FCC's administrative procedures, and any other applicable laws and regulations;
- B. Approve or call all meetings of the advisory committee or subcommittee;
- C. Approve the agenda;
- D. Attend all advisory committee and subcommittee meetings for their duration;
- E. Fulfill the requirements under 5 U.S.C. 1009(b);
- F. Adjourn any meeting when the DFO determines it to be in the public interest;
- G. Chair any meeting when so directed by the agency head;
- H. Maintain information on advisory committee activities and provide such information to the public, as applicable; and
- I. Ensure advisory committee members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the FACA and FACA Final Rule.

9. Estimated Number and Frequency of Meetings

The CAC shall meet approximately three times per year.

10. Duration

The Commission will review the accomplishments and activities of the CAC after two years to determine whether this charter should be renewed and whether the CAC should continue as a Federal Advisory Committee.

11. Termination

Unless renewed by appropriate action, the CAC will terminate two (2) years from the filing date of this charter.

12. Membership and Designation

The Chairman of the Commission shall appoint approximately twenty to thirty members to the Committee, either as representatives of organizations or as Special Government Employees serving in their individual capacities. Members will represent a

wide variety of entities with interests in consumer issues within the Commission's purview, including: consumer or community organizations; state, local, or tribal governments; and companies or trade associations in various sectors of the communications industry. Members may also include consumers serving on their own behalf or individuals who have significant expertise regarding the issues to be addressed by the CAC, who may serve as Special Government Employees. Together, these members will represent a balance of viewpoints necessary to address effectively the issues to be considered by the CAC. Members are expected to attend at least three meetings per year and to participate in at least one subcommittee or working group. Members will have an initial and continuing obligation to disclose any interests in, or connections to, persons or entities who are or will be regulated by, or who have interests before, the Commission. Membership details are included in the Committee's Membership Balance Plan.

13. Subcommittees

The Commission may create subcommittees or working groups, which shall report their activities and recommendations to the full CAC. It is anticipated that the work of subcommittees or working groups will be conducted primarily through remote means. Subcommittee or working group recommendations must be reported to the CAC as a whole and may not be treated as recommendations of the CAC unless and until ratified by the full CAC (either as proposed or with amendments).

14. Recordkeeping

Records of the proceedings will be preserved as required by applicable laws and regulations. All records of the CAC and its subcommittees and working groups 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.

15. Filing Date

October 9, 2024.

Amendment Date: February 12, 2025.