

**Appendix A: Inter-Service Council for Biosecurity and Biosafety
(ICBB) Information**

Appendix A - 1: ICBB Charter

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Inter-Service Council for Biosecurity and BioSafety Joint Report

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**INTER-SERVICE COUNCIL FOR BIOSECURITY AND BIOSAFETY
(ICBB) CHARTER**

1. Purpose

This memorandum establishes the Inter-Service Council for Biosecurity and Biosafety (ICBB) to provide an integrated and cohesive structure for addressing biosecurity, biosafety, and personnel reliability issues and to support accomplishment of the Services' missions.

2. Intent

a. Identify, define, and focus Service policies, procedures, and activities to ensure compliance with DoD policies on biosecurity, biosafety, and personnel reliability.

b. Provide a flexible mechanism for the Services to effectively address and resolve key biosecurity, biosafety, and personnel reliability policy and procedural issues, influence planning, and provide recommendations for improvement to the Services.

c. Oversee that each Service conducts an internal review of biosecurity, biosafety, and personnel reliability policy and implementation focused on biological select agents and toxins (BSAT) facilities, personnel, and transportation.

d. Oversee that each Service assesses requirements to maintain a BSAT laboratory infrastructure.

3. Duration

The duration of the ICBB cannot be determined. This Charter will evolve as necessary in accordance with changes to biosecurity, biosafety, and personnel reliability roles, missions, and organizations. Recommendations for changes are encouraged to assist in improving and maintaining the charter's currency and effectiveness. All recommendations should be documented, justified, and sent through appropriate channels to the Executive Secretary. The Executive Secretary will then staff recommendations within the ICBB Council of Colonels and then forward the final recommendation for approval by the ICBB General Officer Steering Committee (GOSC).

4. Organization and Functions

a. The ICBB is a two-tiered organization consisting of an Inter-Service General Officer Steering Committee (GOSC) and a Council of Colonels/Captains (CoC).

(1) The GOSC is a General Officer (GO) and Senior Executive Service (SES) forum that reviews, resolves, assigns responsibility, and decides on courses of action to address issues and recommendations forwarded by the ICBB CoC. The GOSC will convene at the Major General level and will be co-chaired by the Army Deputy Chief of Staff, G-3/5/7, the Air Force Director of Operational Planning, Policy and Strategy (AF/A5X), and the Navy Director of Naval Staffs, OPNAV.

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(2) The ICBB CoC is a colonel/captain (06)-level or civilian equivalent extension of the GOSC. It is the primary action organization for the ICBB that makes the initial assessment of major biosecurity and biosafety issues and recommends courses of action to the GOSC that warrant general officer attention.

(a) The Chief, Combating Weapons of Mass Destruction and Proliferation Policy Division (G-35-D), Office of the Deputy Chief of Staff, G-3/5/7, will chair the CoC.

(b) Like the GOSC, participation in the CoC will be flexible, based on agenda topics. The CoC will consist of a core membership with colonel/captain (06)-level representation from Army, Air Force, and Navy.

b. The ICBB GOSC or CoC will establish working groups (WGs), as needed, that focus on specific biosecurity, biosafety, or personnel reliability concerns.

(1) The WGs will identify, prepare, coordinate, recommend, and present issues, findings, and courses of action for resolution of problem areas.

(2) The WG members are the principal points of contact within the ICBB member organizations. The principal members from each ICBB organization will ensure WG members are supported by the appropriate subject matter experts and action officers. Working Groups may invite external entities to observe and advise their efforts, as necessary.

(3) The CoC will convene, as necessary, to discuss ICBB activities, receive recommendations from the WGs, resolve issues, or make recommendations to the GOSC. The GOSC will convene, as necessary, based on recommendations from the CoC.

(4) The ICBB will not replace the functions of the Joint Requirements Oversight Council or other general officer/SES forums. However, the ICBB may be used as a conduit for reviewing, coordinating, and making recommendations to these senior level forums relative to specific biosecurity, biosafety and personnel reliability issues. The ICBB may also elect to defer agenda items to other more appropriate forums or recommend senior leaders assign responsibility to specific staff or commands organizations within the respective Services.

c. The ICBB GOSC, CoC, and WGs may perform their functions through paper reviews and coordination, meetings, or video teleconferences, as appropriate.

5. Executive Secretary

a. The Office of the Deputy Chief of Staff, G-3/5/7, Combating WMD and Proliferation Policy Division (G-35-D) will serve as the Executive Secretary for the GOSC.

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b. The Executive Secretary will be the entry point for biosecurity, biosafety, and personnel reliability issues proposed by any organization for referral to the GOSC.

c. The Executive Secretary will:

(1) Provide day-to-day administrative support to the GOSC and CoC.

(2) Prepare for and coordinate GOSC and CoC meetings.

(3) Publish and disseminate GOSC and CoC meeting agendas.

(4) Forward recommendations from the GOSC to the Staff Principals and other Senior Leaders as appropriate.

6. Coordination

This charter has been coordinated with Army, Navy, and Air Force Staffs; Army, Navy, and Air Force Commands; and other appropriate organizations and agencies.

7. References

a. Department of Defense Directive 5210.88, *Safeguarding Biological Select Agents and Toxins*

b. Department of Defense Instruction 5210.89, *Minimum Security Standards for Safeguarding Biological Select Agents and Toxins (BSAT)*

c. Department of Transportation Regulation 4500.9-R, *Department Transportation Regulation*

d. Army Regulation 50-1, *Biological Surety*

e. Army Regulation 190-17, *Biological Select Agents and Toxins (BSAT) Security Program*

f. Army Regulation 385-10, *The Army Safety Program*

g. OPNAVISNT 5530.16, *Minimum Security Standards for Safeguarding Biological Select Agents and Toxins (BSAT)*

h. Air Force Instruction 10-3901 *Minimum Security Standards for Safeguarding Biological Select Agents and Toxins*

i. Air Force Manual 24-204, *Preparing Hazardous Materials for Military Air Shipments*

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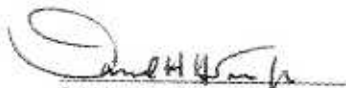
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8. Implementation

This charter becomes effective upon signature of the Director of the Army Staff, the Director of Naval Staffs, and the Assistant Vice Chief of Staff Air Force.



DAVID H. HUNTOON, JR.
Lieutenant General, USA
Director of the Army Staff

24 Sep 2008

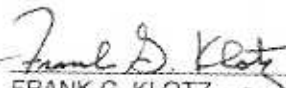
(Date)



JOHN C. HARVEY
Vice Admiral, USN
Director of Naval Staffs

3 Oct 2008

(Date)



FRANK G. KLOTZ
Lieutenant General, USAF
Assistant Vice Chief of Staff

9 Oct 2008

(Date)

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**Appendix A - 2: ICBB General Officer Steering Committee
(GOSC) Membership**

ICBB GOSC Membership

U.S. Army

MG Robert P. Lennox, Assistant Deputy Chief of Staff, G-3/5/7

U. S. Air Force

Maj Gen William J. Rew, Director, Operational Planning, Policy and Strategy
Deputy Chief of Staff, Operations, Plans and Requirements

U. S. Navy

RADM Christine M. Bruzek-Kohler, Chief of Staff, Bureau of Medicine and Surgery

Appendix A - 3: ICBB Meeting Schedule

GOSC Schedule

- 18 Sep Initial Meeting
- 25 Sep Transportation
- 2 Oct Biological Safety
- 8 Oct Physical Security
- 15 Oct Inspections
- 24 Oct PRP Suitability / Foreign Nationals
- 30 Oct USD(I) Postulated Threat Update, Two-person rule
- 5 Nov Inventory / Accountability
- 14 Nov GOSC Review of Briefing for Service Staff Directors
- 19 Nov Site Visits (USAMRIID, ECBC, NMRC)
- 21 Nov Training
- 24 Nov Briefing to Service Staff Directors
- 26 Nov GOSC Review of Draft Report for Service Secretaries
- 3 Dec Briefing to Service Secretaries