



CHARTER

ADVISORY COMMITTEE ON RESEARCH ON WOMEN'S HEALTH

1. **Advisory Committee's Official Designation.** Advisory Committee on Research on Women's Health.
2. **Authority.** Required by 42 U.S.C. 287d(d), section 486(d) of the Public Health Service (PHS) Act, as amended. The Advisory Committee on Research on Women's Health (Committee) is governed by the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. §§ 1001-1014).
3. **Objectives and Scope of Activities.** The purpose of the Committee is to advise, consult with, and make recommendations to the Director, Office of Research on Women's Health (ORWH), at the National Institutes of Health (NIH), on research activities with regards to the health of women, including autoimmune disease research.
4. **Description of Duties.** In addition to the general advisory functions identified in the above section, the Committee makes recommendations on research priorities conducted or supported by the NIH, to enhance research related to diseases, disorders, and conditions affecting the health of women, including multidisciplinary and obstetrical and gynecological research. The Committee provides advice regarding research on sex differences in clinical drug trials, as well as in disease etiology, course, and treatment. The Committee also makes recommendations regarding activities of the ORWH and helps ensure that women are appropriately represented in biomedical research supported by NIH, and to improve the advancement of women in biomedical careers.

In addition, the Committee assists in monitoring compliance with requirements regarding inclusion of women in clinical research and prepares a biennial report describing the activities of the Committee. The report includes findings made by the Committee regarding compliance with inclusion requirements, the extent of NIH expenditures made for research on women's health, and the level of funding needed for such research.

5. **Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations.** The Committee will advise, consult with, and make recommendations to the Director, ORWH.
6. **Support.** Management and support services will be provided by the ORWH.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual costs to operate the Committee include the following:

- i. Federal personnel (based on full-time equivalent (FTE) usage basis) and other Federal internal costs. The estimated annual person years of staff support required is 0.2, at an estimated annual cost of \$50,246. The estimate for other Federal internal costs is \$1,970.
- ii. Proposed payments to members and number of members. The estimated payments for 11 non-Federal members are \$3,600; the estimated prorated salary of 1 Federal member is \$748.
- iii. Reimbursable costs. The estimate for reimbursable costs, including members' travel expenses, is \$160,297.

- 8. Estimated Number and Frequency of Meetings.** Meetings of the full Committee will be held at the call of the Chair (with the Designated Federal Officer (DFO) approval) or upon request of the Director, ORWH, not less than one time within a fiscal year. Meetings will be open to the public except as determined by the Secretary of Health and Human Services (Secretary) at the request of the DFO in accordance with 5 U.S.C. 552b(c) and 41 C.F.R. 102-3.155 including specifying the specific exception(s) that justifies closure. Notice of all meetings will be given to the public. In the event a portion of a meeting is closed to the public, as determined by the Secretary, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and the Federal Advisory Committee Act, an annual report of closed or partially-closed meetings will be prepared which will contain, at a minimum, a list of members and their business addresses, the Committee's functions, dates and places of meetings, and a summary of the Committee's activities and recommendations made during the fiscal year.
- 9. Duration.** The duration of the Committee is continuing, subject to the Termination section below.
- 10. Termination.** Unless renewed by appropriate action, prior to its expiration, the charter for the Advisory Committee on Research on Women's Health will expire two years from the date the charter is filed.
- 11. Membership and Designation.** The Committee will consist of no fewer than 12, and not more than 18 members, appointed by the Director, NIH, who are not officers or employees of the Federal Government, from among physicians, practitioners, scientists and other health professionals, whose clinical practice, research specialization, or professional expertise include a significant focus on research and the health of women (appointed members). As required by section 486(d)(2) of the PHS Act, a majority of the appointed members will be women.

All appointed members must be eligible to serve as Special Government Employees (SGEs) and will serve as SGEs, as defined by 18 U.S.C. § 202. Appointed members will be invited to serve for overlapping four-year terms. A member may serve after the expiration of that member's term until a successor has taken office. In accordance with section 486(d)(3) of the PHS Act, the Director, ORWH, will serve as Chair; Federal Ex Officio. A quorum for the conduct of business by the full Committee will consist of a majority of currently appointed members.

12. Subcommittees. As necessary, subcommittees and ad hoc working groups may be established by the DFO within the Committee's jurisdiction. The advice/recommendations of a subcommittee/working group must be deliberated by the parent advisory committee. A subcommittee/working group may not report directly to the agency or any Federal officer. Subcommittee membership may be drawn in whole or in part from the parent advisory committee. All subcommittee members may vote on subcommittee actions and all subcommittee members count towards the quorum for a subcommittee meeting. Ad hoc consultants are not considered subcommittee members, do not count towards the quorum and may not vote. A quorum for a subcommittee will be three members. The Department Committee Management Officer will be notified upon establishment of each standing subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

13. Filing Date. September 29, 2026.

APPROVED:

9/9/2026

Date



Principal Deputy Director, NIH