

**CHARTER**  
**Department of Defense (DoD) / Department of Veterans Affairs (VA)**  
**Benefits Executive Council**

A. Official Designation: DoD / VA Benefits Executive Council (BEC)

B. Objective and Scope of Activities: The Council shall provide an official forum for senior level interaction between the VA and DoD. Generally, the Council will examine ways to expand and improve information sharing, refine the process of records retrieval and identify procedures to improve the benefits claims process. The Council will be co-chaired by the Principal Deputy Under Secretary of Defense for Personnel and Readiness and the Under Secretary for Benefits, Veterans Benefits Administration. In addition, the Council shall provide advice and recommendations on issues related to the seamless transition from active duty to veteran status through a streamlined benefits delivery process which includes development of a single standardized and automated physical examination protocol and the pursuit of interoperability and data sharing. To accomplish this mission, the Council shall be composed of key members from the Office of the Under Secretary of Defense for Personnel and Readiness and the Under Secretary for Benefits, Veterans Benefits Administration. At a minimum, DoD will have representation from the Assistant Secretary of Defense, Health Affairs (ASD, HA); the Assistant Secretary of Defense, Reserve Affairs (ASD, RA); the Deputy Under Secretary of Defense, Program Integration (DUSD, PI); the Deputy Under Secretary of Defense, Military Personnel Policy (DUSD, MPP); the Deputy Under Secretary of Defense, Civilian Personnel Policy (DUSD, CPP); the Deputy Under Secretary of Defense, Military Community and Family Policy (DUSD, MC&FP); and the Health Executive Council (HEC). VA representation will include the Under Secretary for Benefits (USB); Associate Deputy Under Secretary for Policy and Program Management (ADUS for Policy and Program Management); and the VBA Deputy Chief Information Officer for Benefits. The co-chairs will jointly agree upon members. The co-chairs will also direct the establishment of workgroups including individuals with expertise resident in both organizations as the need arises. Other departments or agencies, to include the Department of Labor, Homeland Security/United States Coast Guard, and Public Health Service may also have members serve on applicable workgroups as the effort requires.

C. Period of Time Necessary for the Council to Carry Out Its Purposes: Indefinite

D. Official to Whom the Council Reports: The Council reports to the Joint Executive Council (JEC), which was established in January 2002 and is co-chaired by the Deputy Secretary, VA and the Under Secretary of Defense for Personnel and Readiness. The JEC meets on a quarterly basis to oversee the efforts of the executive councils and to provide leadership oversight of inter-departmental cooperation at all levels. The BEC operates IAW the guidelines established by the Strategic Planning Executive Steering Committee, which develops the Joint Strategic Plan (JSP) for DoD / VA collaboration.

E. Agency Responsible for Providing Necessary Support: Administrative support will be shared and coordinated by the Principal Deputy Under Secretary of Defense for Personnel and Readiness and the Under Secretary for Benefits. Administrative support consists of: tracking progress toward accomplishment of the strategic planning goals; preparing agenda items and minutes of Council meetings; preparing decision memoranda

to record recommendations, establishment of workgroups, and decisions of the Council; and coordinating Council meetings.

F. Duties: The BEC shall establish an Action Plan and a subordinate organization of workgroups to meet development and recommendation milestones as put forth in the JSP. The BEC will report progress to the JEC during the quarterly JEC meetings. The BEC will provide expertise to the HEC to coordinate and work issues requiring BEC and HEC cooperation.

G. Annual Operating Costs: The BEC will operate within the organizational budgets. No support contract will be permitted.

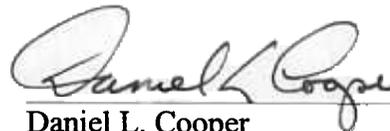
H. Number and Frequency of Committee Meetings: The BEC will meet quarterly, rotating between VA and DoD locations.



Charles S. Abell  
Principal Deputy  
Under Secretary of Defense  
for Personnel and Readiness

June 27, 2005

Date



Daniel L. Cooper  
Under Secretary for Benefits  
Department of Veterans Affairs

27 June 2005

Date