



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND  
950 JEFFERSON AVENUE  
FORT EUSTIS, VIRGINIA 23604-5700

REPLY TO  
ATTENTION OF

ATTG-TRQ-P

21 APR 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TRADOC Policy Letter 17, Establishment and Management of Temporary Committees

1. References:

a. AR 15-1 (Committee Management), 27 November 1992.

b. Memorandum, SA, 02 Aug 11, subject: Army Policy on the Establishment of Temporary Committees.

2. AR 15-1 sets forth the basic policies and principles governing the Department of the Army Committee Management Program. It provides guidance on the establishment, continuation, or termination of intra-Army committees.

3. The Army frequently must address complex issues on a compressed schedule. Although leveraging existing organizations is preferred, leaders may establish temporary committees to respond to emerging, urgent, or short-term mission requirements. The following pertains to this policy with regards to establishment of temporary committees:

a. The term "temporary committee" refers to committees established to respond to emerging, urgent, or short-term mission requirements. It does not include committees established by Army Regulation or associated sub-committees.

b. Temporary committees will be established for the minimum period required to achieve their mission. In any event, unless otherwise specified, they will be terminated 2 years after establishment.

c. Integrated capability development teams are outside the scope of this directive and are excepted from this directive.

4. For intra-agency, inter-command, and departmental temporary committees, the sponsoring activity is responsible for justifying the establishment of the temporary committee. In addition to the guidance provided in AR 15-1, all sponsoring activities will comply with the following:

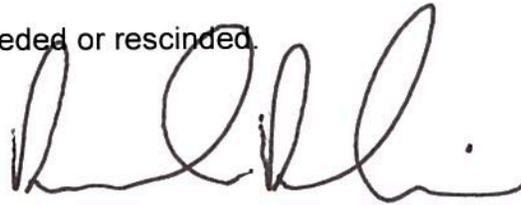
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a. No Army command, field operating agency, core function lead, center or school may establish a new temporary committee without Secretary of the Army (SA) approval.

b. The sponsoring activity will provide a committee charter, other documentation required by AR 15-1, and a detailed cost benefit analysis including projected annual operating costs and proposed bill payers, through HQ TRADOC, the Administrative Assistant to the Secretary of the Army and Deputy Under Secretary of the Army to the SA.

5. This policy letter is effective until superseded or rescinded.



DAVID G. PERKINS  
General, U.S. Army  
Commanding

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