

CHARTER OF THE NATIONAL IN-FLIGHT SEXUAL MISCONDUCT TASK FORCE

A SUBCOMMITTEE OF THE AVIATION CONSUMER PROTECTION ADVISORY COMMITTEE U.S. DEPARTMENT OF TRANSPORTATION

1. **SUBCOMMITTEE'S OFFICIAL DESIGNATION:** The subcommittee shall be known as the National In-Flight Sexual Misconduct Task Force (Task Force).
2. **AUTHORITY:** This charter establishes the Task Force as a subcommittee of the Aviation Consumer Protection Advisory Committee, which is an advisory committee established in accordance with provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2.
3. **OBJECTIVES AND SCOPE OF ACTIVITIES:** The Task Force shall review current practices, protocols and requirements of air carriers in responding to and reporting allegations of sexual misconduct by passengers on board aircraft. If appropriate, the Task Force will also provide recommendations to the ACPAC for consideration for the Secretary of the U.S. Department of Transportation (the Secretary) on best practices relating to training, reporting, and data collection regarding incidents of sexual misconduct by passengers onboard commercial aircraft.
4. **DESCRIPTION OF DUTIES:** The Task Force will carry out the following tasks, issuing specific recommendations where necessary:
 - a. Review and evaluate existing ways for passengers involved in incidents of sexual misconduct by other passengers onboard commercial aircraft to report such allegations to the carrier;
 - b. Review and evaluate air carriers' existing training protocols and identify best practices to address incidents of sexual misconduct onboard commercial aircraft;
 - c. Review and evaluate existing reporting protocols and identify best practices for air carriers to timely report (or facilitate the timely reporting of) incidents of sexual misconduct by passengers onboard commercial aircraft to law enforcement authorities, ensuring privacy protections for victims;
 - d. Review and evaluate air carriers' existing data collection practices, if any, and identify effective methods to collect, maintain, and make publicly available data on incidents of sexual misconduct by passengers onboard commercial aircraft in a manner that maintains privacy protections for individuals and precludes the release of data that publicly identifies an individual carrier;
 - e. Review and utilize first-hand accounts from passengers who have experienced sexual misconduct onboard commercial aircraft; and

- f. Review any other air carrier practices addressing incidents of sexual misconduct by passengers on board commercial aircraft, if needed.
5. **OFFICIAL TO WHOM THE TASK FORCE REPORTS:** The Task Force shall report its recommendations and findings to the ACPAC through the ACPAC Chair. The report will be made available to the public.
6. **SUPPORT:** The Office of the General Counsel serves as Sponsor of the Task Force.
7. **DESIGNATED FEDERAL OFFICER AND TASK FORCE CHAIRPERSON:**
 - a. The Assistant General Counsel for Aviation Enforcement and Proceedings, or designee, will serve as the DFO for the Task Force.
 - b. The Chairperson(s) of the Task Force shall be designated by the DOT General Counsel from among the individuals appointed to the Task Force.
 - c. The DFO approves or calls the Task Force meetings, develops and approves the agenda in advance in consultation with the Task Force Chairperson(s). The DFO or a delegate must be present at each Task Force meeting. The DFO chairs meetings when directed to do so by the official to whom the Task Force reports and has the authority to adjourn meetings whenever such action is deemed to be in the public interest. The DFO works with the Chairperson(s) to maintain order.
 - d. The Chairperson conducts each meeting using generally accepted meeting management techniques, provides an opportunity for participation by each member and, ensures adherence to the agenda, works with the DFO to maintain order, and prepares any recommendations to be submitted to the ACPAC.
8. **MEETINGS:**
 - a. Frequency: Meetings will be held in Washington, D.C., at the discretion of the DFO. It is anticipated that the Task Force will meet at least twice during a 12-month period following the Task Force establishment.
 - b. Participation of the Public: Meetings may not be open to the public to the extent necessary to protect the privacy of victims of sexual assault. Subcommittee meetings are not required to be open to the public so long as the subcommittee is not reporting its recommendations directly to a Federal agency or official, and its recommendations will not be adopted by its parent committee (i.e., the ACPAC) without further deliberations by that parent committee. 41 CFR § 102-3.145.
9. **DURATION:** One Year.
10. **TERMINATION:** The Task Force shall terminate within 1 year of formation or earlier at the discretion of the Secretary or designee.

11. **MEMBERSHIP AND DESIGNATION:**

- a. The Task Force will comprise individuals appointed by the Secretary or designee and will include representatives of:
 - i. Department of Transportation;
 - ii. Department of Justice, including the Federal Bureau of Investigations, Office of Victims of Crime, and the Office of Violence against Women;
 - iii. Department of Health and Human Services;
 - iv. National organizations specializing in providing services to sexual assault victims;
 - v. National consumer protection organizations;
 - vi. National travel organizations;
 - vii. Labor organizations representing flight attendants and pilots;
 - viii. State and local law enforcement agencies;
 - ix. Airports; and
 - x. Air carriers.
- b. Members serve at the pleasure of the Secretary or designee and may be replaced at any time for any reason, including non-participation. Members' terms shall commence when they are appointed by the Secretary or designee and shall not exceed 1 year.

12. **REPORTS:** The Task Force shall submit a report to the ACPAC with recommendations, if any, concerning best practices and protocols on training, reporting, and data collection related to incidents of sexual misconduct by passengers on board commercial aircraft. The contents of this report shall be public and will receive full review, deliberation, and proper consideration by the ACPAC before any final recommendations are reported to any Federal officer.

13. **FILING DATE:** The filing date of this charter is February 11, 2019. Unless renewed, it will expire on February 11, 2020.