



Engineer Professional Advisory Committee (EPAC)

Member's Guide

The **Engineer Professional Advisory Committee (EPAC)** provides advice and consultation to the Chief Engineer, who in turn reports to the Surgeon General on matters relating to the professional activities and personnel issues affecting USPHS engineers. EPAC acts in the interest of Civil Service and Commissioned Corps engineers and architects.

EPAC also:

- Provides advice and assistance on engineer staffing issues, particularly recruitment
- Acts as a primary resource for engineer career development
- Communicates and encourages the use of awards/recognition systems.

EPAC members serve a 3-year term, staggered to ensure rotational balance (~1/3 of the terms will expire annually). The EPAC meets 8-12 times a year by teleconference. Regular attendance at the EPAC and subcommittee meetings is expected throughout the term of membership. Travel is not required. Each EPAC member is responsible for identifying an Alternate during his/her term in office, preferably at their respective agency/OPDIV. The Alternate will be responsible for acting on behalf of the member in their absence.

EPAC members will be held to the following requirements in order to remain an active member in good standing:

- Actively participate in EPAC subcommittees and activities; as demonstrated by:
- During the first year of an EPAC member's first 3 year term, they must serve as a member of at least two Subcommittees, if not serving as a Subcommittee Chair or Vice-Chair.
- During the second and third year of an EPAC member's first 3 year term, they must serve as a Subcommittee Chair or Vice-Chair.
- If an EPAC member is reappointed for a second 3 year term, the member must serve as a Subcommittee Chair or Vice-Chair during each year of their second 3 year term (4th, 5th and 6th years).
- Maintain Basic Readiness status (*Commissioned Corps*)
- Miss no more than two (2) EPAC teleconferences a year

It is the responsibility of the EPAC member to familiarize themselves with the EPAC [Charter](#) and [Bylaws](#) within thirty days of becoming a voting member. It is expected that all EPAC members promote and participate in EPAC, Engineers and U.S. Public Health Service activities and events, such as the annual Engineers Awards Breakfast, USPHS Scientific and Technical Symposium, as well as mentor Junior Officers and represent the Engineer Professional Category at OBC Graduation Ceremony, Society of American Military Engineers (SAME), STEM related events, etc.