

**Department of the Interior
U.S. Geological Survey**

**Advisory Committee on Climate Change and Natural Resource Science
Charter**

1. **Committee's Official Designation.** Advisory Committee on Climate Change and Natural Resource Science (Committee).
2. **Authority.** The Committee is in the public interest in connection with the responsibilities of the Department of the Interior (DOI) under Section 2 of the Reorganization Plan No. 3 of 1950 (64 Stat. 1262), as amended, and the Consolidated Appropriations Act of 2008, P.L. 110-161, Division F, Title I. The Committee is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.
3. **Objectives and Scope of Activities.** The Committee advises the Secretary of the Interior on the establishment and operations of the U.S. Geological Survey (USGS) National Climate Change and Wildlife Science Center (NCCWSC) and the DOI Climate Science Centers (CSCs).
4. **Description of Duties.** The duties of the Committee shall include:
 - A. Advising on the contents of a national strategy identifying key science priorities to advance the management of natural resources in the face of climate change.
 - B. Advising on the nature, extent, and quality of relations with and engagement of key partners at the regional/CSC level.
 - C. Advising on the nature and effectiveness of mechanisms to ensure the identification of key priorities from management partners and to effectively deliver scientific results in useful forms.
 - D. Advising on mechanisms that may be employed by the NCCWSC to ensure high standards of scientific quality and integrity in its products, and to review and evaluate the performance of individual CSCs, in advance of opportunities to reestablish expiring agreements.
 - E. Coordinating as appropriate with the Landscape Conservation Cooperatives Council.
5. **Official to Whom the Committee Reports.** The Committee reports to the Secretary through the Director, USGS, or the Designated Federal Officer (DFO).
6. **Support.** The USGS will provide administrative and logistical support to the Committee.
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Committee's functions are estimated to be approximately \$200,000, including all direct and indirect expenses and .50 FTE staff year.

8. **Designated Federal Officer.** The DFO is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Committee and subcommittee meetings, prepare and approve all meeting agendas, attend all Committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary.
9. **Estimated Number and Frequency of Meetings.** The Committee will meet approximately two times annually, and at such other times as designated by the DFO.
10. **Duration.** Continuing.
11. **Termination.** The Committee will terminate 2 years from the date the Charter is filed, unless, prior to that date it is renewed in accordance with the provisions of Section 14 of the FACA. The Committee will not meet or take any action without a valid current Charter.
12. **Membership and Designation.** The Committee shall be composed of approximately 25 members from the Federal Government and the following interests:
 - State and local governments, including state membership entities
 - Non-governmental organizations, including those whose primary mission is professional/scientific and those whose primary mission is conservation and related scientific and advocacy activities
 - American Indian tribes and other Native American entities
 - Academia
 - Landowners, businesses, and organizations representing landowners or businesses.

Within these categories, it is expected that one or more individuals will be directly associated with Landscape Conservation Cooperatives (LCC), as Coordinator, Science Coordinator, or Steering Committee member. In addition, the Committee may include scientific experts, and will include rotating representation from one or more of the institutions that host the DOI Climate Science Centers.

Alternate members may be appointed to the Committee. Alternate members must be approved and appointed by the Secretary before attending meetings as representatives. Alternate members shall have experience and/or expertise similar to that of the primary member.

Members of the Committee will serve without compensation. However, while away from their homes or regular places of business, non-Federal members, including alternate members, engaged in Committee, or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under 5 U.S.C. 552.

Members may be appointed as regular Government employees, special Government employees, or representative members. Members appointed as special Government employees are required to have ethics training and file on an annual basis a confidential financial disclosure report.

Members will be appointed for 2 or 3 year terms. A vacancy on the Committee will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretary.

The Secretary will appoint the Committee Chair.

13. **Ethics Responsibilities of Members.** No Committee or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest. In addition, the Department of the Interior will provide materials to those members serving as special Government employees, explaining their ethical obligations with which members should be familiar. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the Committee's operations, activities, or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Committee for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Committee Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources. At least one subcommittee, to provide expert scientific advice to the Committee, will be established.
15. **Recordkeeping.** The records of the Committee, and formally or informally established subcommittees of the Committee, shall be handled in accordance with General Records Schedule 26, Item 2 and other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.


Secretary of the Interior

JUN 17 2015
Date

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