ADVISORY COMMITTEE FOR POLAR PROGRAMS
NATIONAL SCIENCE FOUNDATION

Advisory Committee Charter

1. Committee's Official Designation: Advisory Committee for Polar Programs (the Committee), #1130

2. Authority: This committee is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. and the National Science Foundation Act of 1950, as amended, 42 U.S.C. §1861 et. seq.

3. Objective and Scope of Activities: To provide advice and recommendations to the National Science Foundation concerning support for polar research, education, infrastructure and logistics, and related activities.

4. Description of Duties: The Committee will review and advise on the impact of research support program in the disciplines and fields encompassed by the Office of Polar Programs (OPP). The Committee may advise OPP on program management, overall program balance, and other aspects of program performance. The Committee may advise on the impact of overall NSF-wide polices on the polar communities.

5. Official to Whom the Committee Reports: The Committee reports to the Office Head for Polar Programs.

6. Agency Responsible for Providing the Necessary Support: The National Science Foundation will provide all operating and staff support costs for the Committee.

7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost of this Committee is about $120,000 which includes about $40,000 in staff support cost. Staff support is approximately 0.4 person-year.

8. Designated Federal Officer: A full-time or permanent part-time NSF employee will serve as the Designated Federal Officer (DFO). The DFO will approve or call the Committee and subcommittee meetings, prepare and approve meeting agendas, attend committee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest. The Office Head of OPP will serve as the Designated Federal Officer (DFO). Alternate DFOs may be appointed.

9. Estimated Number and Frequency of Meetings: The Committee meets approximately two times a year.

10. Duration: It is expected that the Committee will continue indefinitely with renewals of the charter every two years as required under FACA.

11. Termination: The Committee is subject to biennial review and will terminate 2 years from the date the charter is filed, unless the charter is renewed in accordance with Section 14 of FACA.

12. Membership and Designation: The standing membership of the full committee consists of about 20 persons. Members are selected to achieve a balance of viewpoints and expertise in scientific areas and types of institutions encompassed by OPP. To the extent practicable, effort is made to achieve a balanced membership that includes underrepresented groups and different geographic regions.

It is anticipated that members will comprise of Special Government Employees (SGE) and Regular Government Employees (RGE).

13. Subcommittees: NSF may form subcommittees for any purpose consistent with this charter. Such subcommittees may not work independently and must report their recommendations and advice to the full committee for full deliberation and discussion.

14. Recordkeeping: The records of the Committee and any subcommittee(s) shall be handled in accordance with General Records Schedule 6.2 or 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, and 5 U.S.C. App. 2 § 10, as appropriate.

15. Certification: This committee is determined to be necessary and in the public interest.

Kelly K. Falkner
Office Head, Office of Polar Programs

Date Filed with Congress:
March 14, 2017