DEPARTMENT OF ENERGY (DOE) AND NATIONAL SCIENCE FOUNDATION (NSF)

HIGH ENERGY PHYSICS ADVISORY PANEL

Advisory Committee Charter

1. **Committee's Official Designation.** High Energy Physics Advisory Panel (HEPAP).

2. **Authority.** This charter establishes the High Energy Physics Advisory Panel under the authority of the U.S. Department of Energy. The Panel is being renewed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2.

3. **Objectives and Scope of Activities.** The High Energy Physics Advisory Panel provides advice and recommendations to the Director, Office of Science (DOE), and the Assistant Director, Mathematical & Physical Sciences Directorate (NSF), on the national high energy physics program, which encompasses the conduct of experimental and theoretical high energy physics research and accelerator R&D. The Panel activities include:

   a. periodic reviews of the program and recommendations of any changes considered desirable on the basis of scientific and technological advances or other factors such as current projected budgets and status of other international high energy physics efforts;

   b. advice on competing long-range plans, priorities, and strategies for the national high energy physics program;

   c. advice on recommended appropriate levels of funding to assure a world leadership position and to help maintain appropriate balance among the various elements of the program; and

   d. advice on any issues relating to the program as requested by the Director, Office of Science (DOE), and the Assistant Director, Mathematical & Physical Sciences Directorate (NSF).

4. **Description of Duties.** The duties of the Panel are solely advisory in nature.

5. **Official to Whom the Committee Reports.** The Panel will report to the Director, Office of Science (DOE) and the Assistant Director, Mathematical & Physical Sciences Directorate (NSF).

6. **Agency Responsible for Providing the Necessary Support.** The Department of Energy. Within the DOE, primary support shall be furnished by the Office of Science's Office of High Energy Physics.

7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating costs associated with supporting the Panel are approximately $320,000.00; including one-half full-time employee.

8. **Designated Federal Officer.** A full-time or permanent part-time Department of Energy employee, appointed in accordance with agency procedures, will serve as the DFO (or designee). The DFO (or designee) will approve or call all of the advisory panel's and subpanel's meetings, prepare and

approve all meeting agendas, attend all panel and subpanel meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.

9. **Estimated Number and Frequency of Meetings.** The Panel will meet approximately three times a year, as necessary.

10. **Duration.** The Panel is expected to be continuing in nature.

11. **Termination.** The Panel terminates two years after the Charter filing date and may not meet unless the Charter is renewed biennially.

12. **Membership and Designation.** Panel members shall be appointed by the Under Secretary for Science and Energy (or designee) and the Director of the National Science Foundation. There will be approximately 25 members to serve on the Panel. Membership terms will be up to three years for members, other than the Chairperson. Members shall be experts in their respective field and appointed as special Government employees, or representatives of entities including, among others, research facilities and academic institutions, should the Panel's task require such representation.

    Members of the Panel serve without compensation. However, each member may be reimbursed in accordance with Federal Travel Regulations for authorized travel and per diem expenses incurred while attending Panel meetings.

13. **Subpanels:** To facilitate the functioning of the Panel, subpanels may be formed, with DOE and NSF approval. The objectives of the subpanels are to make recommendations to the parent panel with respect to particular matters concerning plans and programs which are related to the responsibilities of the parent panel. Ad hoc members from outside the High Energy Physics Advisory Panel may be appointed, with DOE and NSF approval, to ensure that the knowledge necessary to conduct the various studies will be achieved. Subpanels may not work independently of the full panel and must report their recommendations and advice to the full panel for deliberations and discussion. Subpanels have no authority to make decisions on behalf of the parent Panel, nor can they report directly to DOE or NSF.

14. **Recordkeeping:** The records of the Panel shall be handled in accordance with the DOE Administrative Records Schedule 16 Item 8b (1.1) and 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.

15. **Filing Date:**

    Date filed with Congress: August 12, 2015

Erica De Vos
Acting Committee Management Officer