NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

CHARTER OF THE

EARTH SCIENCE ADVISORY COMMITTEE

1. **Official Designation**: Earth Science Advisory Committee (ESAC).

2. **Authority**: Having determined that it is in the public interest in connection with the performance of Agency duties under the law, the NASA Administrator hereby establishes the ESAC's charter, pursuant to the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2.

3. **Objectives and Scope of Activities**: The ESAC shall draw on the expertise of its members to provide advice and make recommendations to the Director, Earth Science Division, Science Mission Directorate, NASA Headquarters (hereinafter, "Director, Earth Science Division") on Earth science programs, policies, plans, and priorities. The ESAC's recommendations and analysis can be used to inform decisions on the programmatic scope and priorities, as well as the implementation of Earth science programs. In addition, the ESAC will provide a regular forum for broad discussion of Earth science and the role of Earth science within and outside of NASA.

4. **Description of Duties**: The ESAC shall function solely as an advisory body and comply fully with the provisions of the FACA. The ESAC shall be supported by subordinate groups, as needed, to cover the breadth and depth of scope as determined by the Director, Earth Science Division.

5. **Official to Whom the Committee Reports**: The ESAC reports to the Director, Earth Science Division.

6. **Support**: The Earth Science Division will provide staff support for the ESAC and, in consultation with the NASA Advisory Committee Management Officer, is responsible for fulfilling the reporting requirements of Section 7(b) of FACA.

7. **Estimated Annual Operating Costs and Staff Years**: The Science Mission Directorate will provide the budget for operation of the ESAC. The total estimated annual operating cost for the ESAC is approximately $240,000, including 1.0 work years for NASA staff support.

8. **Designated Federal Officer**: The Executive Secretary of the ESAC shall be appointed by the Associate Administrator, Science Mission Directorate, and shall serve as the Designated Federal Officer (DFO). The DFO will be either a full-time or a permanent part-time employee, who will: call, attend, and adjourn committee and subordinate group meetings; approve agendas; maintain required records on costs and membership; ensure efficient operations; maintain records for availability to the public; and provide copies of the ESAC reports to the NASA Advisory Committee Management Officer for forwarding to the Library of Congress. The Executive Secretary will also coordinate with the members to ensure that all legal/ethics requirements pertaining to Special Government Employee (SGE) appointments are met. The requirements

include, though are not limited to, timely filing of annual financial disclosure reports and annual ethics training by a representative of NASA's Office of General Counsel (OGC) and seeking advice from the NASA OGC Ethics Team for any questions concerning Government ethics requirements that may arise.

9. Estimated Number and Frequency of Meetings: The ESAC shall meet two to four times a year or as required by the Director, Earth Science Division. Meetings shall be open to the public unless it is determined that the meeting, or a portion of the meeting, is not covered by FACA or will be closed in accordance with the Government in the Sunshine Act.

10. Duration: The ESAC is envisioned to be a continuing entity with charter renewals.

11. Termination: The ESAC terminates two years from the date of the filing of this charter unless renewed or terminated earlier by the NASA Administrator, after consultation with the Director, Earth Science Division, and the Associate Administrator, Science Mission Directorate.

12. Membership and Designation: The ESAC shall consist of members without compensation to be selected by the Director, Earth Science Division, following the Associate Administrator, Science Mission Directorate's written consultation and approval by the Administrator. Appointment letter(s) and reappointment letter(s) will be signed by the Associate Administrator, Science Mission Directorate, per delegation of the NASA Administrator. The Director, Earth Science Division, shall ensure a balanced representation in terms of the points of view represented and the functions to be performed. Diversity shall be considered as well. The ESAC shall consist of approximately 12-20 members who will serve as SGEs (unless they are Regular Government Employees (RGEs)) for a two-year term, renewable at the discretion of the Director, Earth Science Division. The Director, Earth Science Division, shall designate the Chair of the ESAC, after consultation with the Associate Administrator, Science Mission Directorate, and this will be documented in the appointment letter or reappointment letter. The ESAC Chair also will serve as a member of the Science Committee, NASA Advisory Council, and also be formally appointed to this position. The Director, Earth Science Division, also shall select a Vice-Chair from among the members, in consultation with the ESAC Chair.

13. Subordinate Groups: ESAC ad hoc task forces, Science Definition Teams (SDTs), Senior Reviews (SRs), and other subcommittee subordinate groups as needed, may be established or discontinued at the discretion of the Director, Earth Science Division, following consultation with the Associate Administrator, Science Mission Directorate. Members of the subordinate groups who are not RGE will be designated SGE. No formal amendment(s) to this charter will be required to effect such change(s). The terms of reference for a subordinate group shall be subject to the approval of the Director, Earth Science Division. Subordinate group chairs and members shall be appointed by the Director, Earth Science Division. Any subordinate group will report back to the ESAC and will not provide advice or work products directly to NASA.

14. Recordkeeping: The records of the ESAC, or other subordinate groups of the ESAC, shall be handled in accordance with the 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.

15. Filing Date: This charter shall become effective upon the filing of this charter with the appropriate U.S. Senate and House of Representatives oversight committees, the General Services Administration's Committee Management Secretariat, and the Library of Congress.

Charles F. Bolden, Jr.
Administrator
National Aeronautics and Space Administration

JAN 17 2017
Filing Date