U.S. DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

BIG CYPRESS NATIONAL PRESERVE OFF-ROAD VEHICLE ADVISORY COMMITTEE

CHARTER

1. **COMMITTEE'S OFFICIAL DESIGNATION.** The official designation of the Committee is the Big Cypress National Preserve Off-Road Vehicle Advisory Committee (Committee).

2. **AUTHORITY.** The Committee is established by authority of the Secretary of the Interior under 54 U.S.C. 100906, and regulated by 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 is to examine issues and make recommendations regarding the management of Off-Road Vehicles (ORV) in Big Cypress National Preserve (Preserve).

4. **DESCRIPTION OF DUTIES.** The duties of the Committee are solely advisory and stated above in paragraph 3.

5. **AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Committee will report to the Secretary through the Director, National Park Service.

6. **SUPPORT**. Support for the Committee is provided by the National Park Service.

7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Committee's functions are estimated to be $50,000 including all direct and indirect expenses and .25 staff years support.

8. **DESIGNATED FEDERAL OFFICER.** The DFO is the Superintendent, Big Cypress National Preserve, who is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Committee or 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 2-4 times annually, and at such 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 it is renewed prior to that date 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 will not exceed 18 members. Members will be appointed by the Secretary of the Interior to represent a range of interests in ORV management in the Preserve.

The interests represented will include, but are not limited to, sportsmen/ORV users, landowners, academia, environmental advocates, the State government, and tribes.

Members will be appointed for 3-year terms. All member serve at the discretion of the Secretary.

A vacancy on the Committee will be filled in the same manner in which the original appointment was made.

Members of the Committee and its subcommittee members serve without compensation. However, while away from their homes or regular places of business, Committee and subcommittee 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 Section 5703 of Title 5 of the United States Code.

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.

14. **SUBCOMMITTEES.** Subject to the DFO's approval, subcommittees may be formed for the purpose of compiling information or conducting research. However, such subcommittees must act 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.

15. **RECORDKEEPING** . The records of the Committee, and formally and informally established subcommittees of the Committee, shall be handled in accordance with General Records Schedule 6.2, 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.

Sally Jewell

Secretary of the Interior

OCT 16 2015

Date

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Date Filed