BIOLOGICAL AND ENVIRONMENTAL RESEARCH ADVISORY COMMITTEE
U.S. DEPARTMENT OF ENERGY

Advisory Committee Charter

1. **Committee's Official Designation.** Biological and Environmental Research Advisory Committee (BERAC).

2. **Authority.** This charter establishes the Biological and Environmental Research Advisory Committee (Committee) under the authority of the U.S. Department of Energy (DOE). The Committee is being renewed in accordance with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C., App. 2.

3. **Objectives and Scope of Activities.** The activities of the Committee include:

   - Periodic reviews of and recommendations for elements of the Biological and Environmental Research Program including aspects of genomic science, environmental sciences, climate research, subsurface biogeochemical research, and underlying competencies, such as data management, data analysis, computational science and scientific user facilities.

   - Advice on competing long-range plans, priorities, and strategies to address more effectively the scientific aspects of energy-related biological and environmental issues of departmental policies and programs.

   - Advice on appropriate levels of funding to develop those plans, priorities, and strategies and to help maintain an appropriate balance between competing elements of the Biological and Environmental Research Program.

   - Advice on scientific aspects of biological and environmental science issues of concern to DOE as requested by the Secretary of Energy or the Director, Office of Science.

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

5. **Official(s) to Whom the Committee Reports.** The Committee will report to the Director, Office of Science.

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

7. **Estimated Annual Operating Costs and Staff-Years.** The estimated annual costs associated with supporting the Committee is approximately $250,000; which includes one-half staff, per year.

8. **Designated Federal Officer (DFO).** A full-time or permanent part-time DOE 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 committee's and subcommittee's meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.

9. **Estimated Number and Frequency of Meetings.** The Committee will meet periodically, approximately two times a year.

10. **Duration.** Continuing in nature.

11. **Termination (if less than 2-years from date of establishment or renewal).** The Committee terminates two years after the Charter filing date, and may not meet if the Charter is not renewed biennially.

12. **Membership and Designation.** The Committee will be comprised of approximately 25 committee members, who will be appointed by the Under Secretary for Science and Energy (or designee). Members shall be experts in their respective field and appointed as special Government employees or representatives of entities including, but not limited to, research facilities and academic institutions, should the Committee's task require such representation. The Chair and Vice Chair of the Committee will be appointed by the Under Secretary for Science and Energy (or designee) from among the Committee members.

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

13. **Subcommittees.** To facilitate the functioning of the Committee, subcommittees may be formed with DOE approval. The objectives of the subcommittees are to make recommendations to the parent committee with respect to particular matters related to the responsibilities of the parent committee. Such subcommittees or workgroups may not work independently of the chartered committee and must report their recommendations and advice to the full Committee for full deliberation and discussion. Subcommittees and workgroups have no authority to make decisions on behalf of the chartered committee nor can they report directly to the Department of Energy.

14. **Recordkeeping.** The records of the Committee and any subcommittees shall be handled in accordance with General Records Schedule 6.2 and 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: December 11, 2015

Amy Bodette
Committee Management Officer