**U. S. DEPARTMENT OF THE INTERIOR**
**U. S. FISH AND WILDLIFE SERVICE**

# AQUATIC NUISANCE SPECIES TASK FORCE

## CHARTER

1. **Committee's Official Designation.** Aquatic Nuisance Species Task Force (Task Force).

2. **Authority.** The Task Force is established by the Nonindigenous Aquatic Nuisance Prevention and Control Act of 1990, 16 U.S.C. 4721-28, as amended (Act), and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., Appendix 2.

3. **Objectives and Scope of Activities.** The Task Force shall develop and implement a program for waters of the United States to prevent introduction and dispersal of aquatic nuisance species; to monitor, control and study such species; and to disseminate related information.

4. **Description of Duties.** The Task Force provides advice on aquatic nuisance species infesting waters of the United States and other nations among other duties as specified in the Act.

5. **Agency or Official to Whom the Task Force Reports.** The Task Force reports to the Secretary of the Interior and the Secretary of Commerce through its co-chairs, Director of the U.S. Fish and Wildlife Service (Service) and Under Secretary of Commerce for Oceans and Atmosphere through the Designated Federal Officer (DFO).

6. **Support.** The Service will provide administrative and logistical support for the Task Force.

7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Task Force's functions are estimated to be $260,000 including all direct and indirect expenses and 2.0 staff years support.

8. **Designated Federal Officer.** The DFO is the Executive Secretary of the Aquatic Nuisance Species Task Force and is a full-time Federal employee of the Service appointed in accordance with Agency procedures. The DFO will approve or call all Task Force and subcommittee meetings, prepare and approve all meeting agendas, attend all Task Force 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 Task Force will meet approximately 1-2 times annually, and at such times as designated by the DFO.

10. **Duration.** Continuing.

11. **Termination.** The Task Force is subject to biennial renewal and will terminate 2 years from the date the Charter is filed, unless, prior to that date, the Charter is renewed in accordance with Section 14 of the FACA. The Task Force will not meet or take any action without a valid current charter.

12. **Membership and Designation.** The following Federal officials are statutorily designated as members of the Task Force by 16 U.S.C. 4721(b)(1) to (6). The Director of the Service and the Under Secretary of Commerce for Oceans and Atmosphere, or their designated alternates, will serve as Task Force co-chairs.

(1) Director of the U.S. Fish and Wildlife Service (co-chair)
(2) Under Secretary of Commerce for Oceans and Atmosphere (co-chair)
(3) Administrator of the U.S. Environmental Protection Agency
(4) Commandant of the United States Coast Guard
(5) Assistant Secretary of the Army for Civil Works
(6) Secretary of Agriculture

16 U.S.C. 4721(b)(7) authorizes the co-chairs to invite the head of any other Federal agency they deem appropriate to be a member of the Task Force. The following Federal members joined the Task Force in this manner:

(1) Assistant Secretary of State for Oceans and International Environmental and Scientific Affairs
(2) Director, U.S. Geological Survey
(3) Director, National Park Service
(4) Administrator, U.S. Maritime Administration
(5) Director, Bureau of Land Management
(6) Commissioner, Bureau of Reclamation
(7) Chief, U.S. Forest Service

16 U.S.C. 4721(c) requires the co-chairs to invite representatives of the Great Lakes Commission, Lake Champlain Basin Program, Chesapeake Bay Program, San Francisco Bay-Delta Estuary Program, and state agencies and other governmental entities to participate as ex officio members of the Task Force.

Members of the Task Force and its subcommittee members serve without compensation. However, while away from their homes or regular places of business, Task Force and subcommittee members engaged in Task Force, 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 Task Force 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 purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Task Force for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Task Force co-chairs, 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 Task Force, and formally and informally established subcommittees of the Task Force, shall be handled in accordance with General Records Schedule 26, Item 2, or other approved Agency records disposition schedule. These records must 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

SEP - 4 2013

Date Signed

SEP 10 2013

Date Filed