UNITED STATES DEPARTMENT OF COMMERCE
CHARTER OF THE
RENEWABLE ENERGY AND ENERGY EFFICIENCY
ADVISORY COMMITTEE

1. Committee's Official Designation. Renewable Energy and Energy Efficiency Advisory Committee

2. Authority. The Secretary of Commerce (the Secretary) renews the Renewable Energy and Energy Efficiency Advisory Committee (the Committee) pursuant to duties imposed by 15 U.S.C. 1512 upon the Department, in accordance with the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App., and with the concurrence of the General Services Administration.

3. Objectives and Scope of Activities. The Committee shall advise the Secretary regarding the development and administration of programs and policies to expand the export competitiveness of U.S. renewable energy and energy efficiency products and services. The Committee's work on energy efficiency will focus on technologies, services, and platforms that provide system-level energy efficiency to electricity generation, transmission, and distribution. These include smart grid technologies and services, as well as equipment and systems that increase the resiliency of power infrastructure. For the purposes of this Committee, covered goods and services will not include vehicles, consumer goods, feedstock for biofuels, or fossil fuels. However, non-fossil fuels that are considered renewable fuels (e.g., liquid biofuels and pellets) are covered.

4. Description of Duties. The Committee functions solely as an advisory body in accordance with the provisions of FACA, as amended, (5 U.S.C. App.), and applicable Department of Commerce policies. In connection with the objectives and scope stated above, the Committee shall provide advice and recommendations to the Secretary on matters concerning:

a. the competitiveness of the U.S. renewable energy and energy efficiency industries as it relates to their ability to export products, services, and technologies;
b. trade policy development and negotiations impacting the competitiveness of U.S. renewable energy and energy efficiency exports;
c. U.S. Government policies and programs that directly impact the competitiveness of renewable energy and energy efficiency exports;
d. priority export markets for the renewable energy and energy efficiency industries, both in the short- and long-term;
e. policies and practices of foreign governments that impact the export of U.S. renewable energy and energy efficiency goods and services; and
f. U.S. Government policies and programs that support the development of new markets for U.S. exports of renewable energy and energy efficiency products and services to countries with high potential, but which currently lack effective policy and market mechanisms necessary to create demand for renewable energy and energy efficiency products and services.

5. Agency or Official to Whom the Committee Reports. The Committee shall report to the Secretary on all its activities and recommendations.

6. Support. The International Trade Administration, Industry & Analysis, Office of Energy and Environmental Industries, shall provide staff support for the Committee and shall maintain all files mandated by FACA and the Department of Commerce's policies on advisory committee management.

7. Estimated Annual Operating Costs and Staff Years. The estimated annual operating cost of the Committee is approximately $59,847, which includes 0.40 person years of staff support. Members of the Committee will not be compensated for their services or reimbursed for their travel expenses.

8. Designated Federal Officer. The Assistant Secretary for Industry & Analysis shall designate a Designated Federal Officer (DFO) and Secondary DFO from among the employees of the Office of Energy and Environmental Industries. The DFO will approve or call all of the advisory committee and subcommittee meetings, prepare and approve all meeting agendas, attend all committee 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 shall, to the extent practicable, meet approximately four times a year. Additional meetings may be called at the discretion of the Secretary or his/her designee.

10. Membership and Designation. The Committee shall consist of approximately 35 members appointed by the Secretary in accordance with applicable Department of Commerce guidance and based on their ability to carry out the objectives of the Committee. Members shall represent U.S. companies, U.S. trade associations, and U.S. private sector organizations with activities focused on the export competitiveness of U.S. renewable energy and energy efficiency goods and services. Members shall reflect the diversity of this sector, including in terms of entity or organization size, geographic location, and subsector represented. The Committee shall also represent the diversity of company or organizational roles in the development of renewable energy and energy efficiency projects, including, for example, project developers, technology integrators, financial institutions, and manufacturers. The Secretary shall appoint to the Committee at least one individual representing each of the following:

a. a U.S. renewable energy company involved in international trade;
b. a U.S. energy efficiency company involved in international trade;
c. a U.S. small business in the renewable energy or energy efficiency industry that is involved in international trade;
d. a U.S. trade association in the renewable energy or energy efficiency sector;
e. a U.S. private sector organization involved with international investment or financing activities concerning the international trade of renewable energy and energy efficiency products and services;
f. a U.S. company or organization involved with business activities concerning the development of renewable energy and energy efficiency projects in international markets; and
g. a U.S. smart grid company or organization with technology or services that improve the reliability, efficiency, and/or security of the electric grid and involved in international trade.

Members shall serve at the pleasure of the Secretary from the date of appointment to the Committee to the date on which the Committee's charter terminates. Members, all of whom come from the private sector, shall serve in a representative capacity presenting the views and interests of a U.S. entity or U.S. organization, as well as their particular subsector; they are, therefore, not Special Government Employees.

Each member of the Committee must not be registered as a foreign agent under the Foreign Agents Registration Act, and must not be a federally registered lobbyist. No member may represent a company that is majority owned or controlled by a foreign government entity (or foreign government entities).

The Designated Federal Officer shall designate the Committee Chair and Vice Chair from selections made by the members. The Chair and Vice Chair will serve in those positions at the pleasure of the Secretary.

11. Subcommittees. The Department, through the Designated Federal Officer, may establish subcommittees or working groups from among the Committee's members as may be necessary, and consistent with FACA, the FACA implementing regulations, and applicable Department of Commerce policies. Such subcommittees or working groups may not function independently of the chartered committee and must report their recommendations and advice to the Committee for full deliberation and discussion. Subcommittees or working groups have no authority to make decisions on behalf of the Committee nor can they report directly to the Secretary or her designee.

12. Recordkeeping. The records of the Committee, formally and informally established subcommittees, or other subgroups of the Committee, shall be handled in accordance with General Records Schedule 26, Item 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.

13. Duration/Termination. This charter shall terminate two years from the date of its filing with the appropriate U.S. Senate and House of Representatives Oversight Committees unless terminated earlier or renewed by proper authority.

Ellen Herbst
Chief Financial Officer and
Assistant Secretary for Administration

6/12/14
Filing Date