United States Department of Commerce
United States Integrated Ocean Observing System Advisory Committee Charter

1. Committee's Official Designation

United States Integrated Ocean Observing System Advisory Committee

2. Authority

The U.S. Integrated Ocean Observing System Advisory Committee ("the Advisory Committee") was established by the National Oceanic and Atmospheric Administration (NOAA) Administrator as directed by Section 12304 of the Integrated Coastal and Ocean Observation System Act ("the Act"), part of the Omnibus Public Land Management Act of 2009 (Public Law 111-11). The Advisory Committee shall function solely as an advisory body and in accordance with the Federal Advisory Committee Act (FACA), as amended, 5. U.S.C., App. 2.

The terms used in this charter shall have the same meaning as prescribed in the Act.

3. Objectives and Scope of Activities

The Advisory Committee shall advise the Administrator and the Interagency Ocean Observation Committee (IOOC) on matters – as requested – related to the purposes and responsibilities set forth in Section 12302 of the ICOOS Act and on other appropriate matters the Administrator and IOOC refer to the Advisory Committee for review and advice. The Advisory Committee may exercise such powers as are reasonably necessary in order to carry out its duties.

4. Description of Duties

The Advisory Committee, per Section 12304 of the Act, shall advise the NOAA Administrator and the IOOC on:

a. administration, operation, management, and maintenance of the U.S. Integrated Ocean Observing System, including integration of Federal and non-Federal assets and data management and communication aspects of the System, in fulfillment of the Act;
b. expansion and periodic modernization and upgrade of technology components of the System;
c. identification of end-user communities, their needs for information provided by the System, and the System's effectiveness in disseminating information to end-user communities and the general public; and
d. any other purpose identified by the Administrator or the IOOC.

5. Agency or Official to Whom the Advisory Committee Reports.

The Advisory Committee shall advise the NOAA Administrator and the IOOC.

6. Support

NOAA shall make available to the Advisory Committee information, personnel, and administrative services and assistance as it may reasonably require in carrying out its duties.

7. Estimated Annual Operating Costs and Staff Years

The annual cost of operating the Advisory Committee is estimated to be $90,000, which includes 0.5 FTE staff support.

8. Designated Federal Officer

In accordance with Department of Commerce guidance, the Director, U.S. Integrated Ocean Observing Systems Program, a full-time, permanent Federal employee, or his/her designee, will serve as the Designated Federal Officer (DFO) for the Advisory Committee. The DFO will approve all of the Advisory Committee's meetings, attend and chair all Advisory Committee meetings, approve all meeting agendas, and adjourn any meeting when it is in the public's interest to do so.

9. Estimated Number and Frequency of Meetings

The Advisory Committee shall meet at least once each year, and at other times at the call of the NOAA Administrator, the IOOC, or the Chairperson.

10. Membership and Designation

a. The Advisory Committee shall be composed of approximately twelve members appointed by the NOAA Administrator. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance. Members of the Advisory Committee shall be appointed as Special Government Employees for purposes of Section 202(a) of title 18, United States Code. Members serve at the discretion of the NOAA Administrator.

b. Advisory Committee members shall be qualified by education, training, and experience to evaluate scientific and technical information related to the design, operation, maintenance, or use of the System, or use of data products provided through the System.

c. An individual may not be appointed as a member of the Advisory Committee if he/she is a full-time officer or employee of the United States.

d. Any member of the Advisory Committee who is an applicant for or beneficiary of (as determined by the NOAA Administrator) any assistance under the ICOOS Act shall disclose to the Advisory Committee that relationship and may not vote on any matter pertaining to that assistance.

e. The term of office of a member of the Advisory Committee shall be 3 years, renewable once. A vacancy appointment shall be for the remainder of the unexpired term of the vacancy, and an individual so appointed may subsequently be appointed for two full 3-year terms if the remainder of the unexpired term is less than 1 year. Member terms will be staggered to prevent the loss of institutional memory when terms expire, with the goal of no more than one half of the Advisory Committee membership terms expiring annually.

f. The NOAA Administrator shall designate a Chairperson from among the members of the Advisory Committee. The Chairperson shall serve at the discretion of the Administrator.

g. Members of the Advisory Committee shall be subject to ethical standards applicable to Special Government Employees.

h. At least once every 3 years, the NOAA Administrator shall publish a notice in the Federal Register soliciting nominations for membership on the Advisory Committee.

i. Members of the Advisory Committee shall not be compensated for service on the Advisory Committee, but may be allowed travel expenses, including per diem in lieu of subsistence, in accordance with subchapter I of chapter 57 of title 5, United States Code.

11. Subcommittees

As may be necessary, NOAA may establish subcommittees, task forces, and working groups consisting of Advisory Committee members and/or outside experts, subject to the provisions of FACA, the FACA implementing regulations, and applicable Department of Commerce guidance. Chairs of subcommittees, task forces, and working groups shall be selected by and serve at the discretion of NOAA. Subcommittees shall report back to the Advisory Committee and must not provide advice or work products directly to NOAA or the IOOC.

12. Recordkeeping

Records of the Advisory Committee, formally and informally established subcommittees, and other subgroups of the Advisory 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 will terminate 2 years from the date of its filing with the appropriate U.S. Senate and House of Representatives oversight committees unless earlier terminated or renewed by proper authority.

Ellen Herbst
Chief Financial Officer and
Assistant Secretary for Administration

1/28/15
Filing Date