UNITED STATES DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
CHARTER OF THE
OCEAN EXPLORATION ADVISORY BOARD

1. **Committee Official Designation:** Ocean Exploration Advisory Board

2. **Authority:** The Ocean Exploration Advisory Board (the Board) is established by the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) who is also the Administrator of the National Oceanic and Atmospheric Administration, as directed by the Outer Continental Shelf Lands Act (43 U.S.C. 1331 et seq.) and by 33 U.S.C. § 3405. The Board shall function solely as an advisory body in accordance with the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.

3. **Objectives and Scope of Activity:** The purpose of the Board is to advise the Under Secretary on matters pertaining to ocean exploration including the identification of priority areas that warrant exploration; and the development and enhancement of technologies for exploring the oceans, managing the data and information, and disseminating the results. The Board will also provide advice on the relevance of the program with regard to the NOAA Next Generation Strategic Plan, and other guiding documents.

4. **Description of Duties:**

   The Board, per 33 U.S.C. § 3405, shall:

   a. advise the Under Secretary on priority areas for survey and discovery;

   b. assist the program in the development of a 5-year strategic plan for the fields of ocean, marine, and Great Lakes science, exploration, and discovery;

   c. annually review the quality and effectiveness of the proposal review process established under 33 U.S.C. § 3403(a)(4); and

   d. provide other assistance and advice as requested by the Under Secretary.

5. **Authority to Which the Committee Reports:** The Board will report to the Under Secretary.

6. **Support:** NOAA's Office of Ocean Exploration and Research will provide support for the Board.

7. **Estimated Annual Operating Costs and Staff Years:** The annual cost of operating the Board is estimated to be $117,000, which includes 0.8 FTE staff support. Members of the Board will not be compensated for their services, but will upon request be allowed travel and per diem expenses as authorized by 5 U.S.C. § 5701 et seq.

8. **Designated Federal Officer:** The Designated Federal Officer (DFO) will be a full time or permanent part-time employee from the Office of Ocean Exploration and Research. The DFO will approve or call all of the Board's meetings, prepare and approve all meeting

agendas, attend all Board 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 Under Secretary.

9. **Estimated Number and Frequency of Meetings:** The Board will meet approximately twice per year. The DFO will have discretion to request additional meetings as necessary

10. **Membership and Designation:** The Board will consist of approximately ten members. Consideration will be given to candidates who are experts in fields relevant to ocean exploration, including ocean scientists, engineers and technical experts, and experts in education and communications. Membership will be open to individuals from academia, government, industry, non-governmental not-for-profit organizations, and other ocean-related institutions. Consideration will also be given to candidates who have national and international reputations, or have degrees or professional qualifications in: physical, chemical, or biological oceanography, social sciences, or ocean engineering, technology, operations, education, and/or communications. Members will be appointed as "special government employees" (SGEs) and will be subject to the ethical standards applicable to SGEs.

    Members will be appointed by, and serve at the discretion of, the Under Secretary for three-year terms, renewable once. The Chair and Vice Chair will be designated from the members by the Under Secretary and will serve three-year terms, renewable once. Initial appointments will include: four members serving three-year terms, three members serving four-year terms and three members serving five-year terms. All renewals will be three-year terms. Vacancy appointments shall be for the remainder of the unexpired term of the vacancy, and shall be renewable twice if the unexpired term is less than one year.

11. **Subcommittees:** As necessary, the Under Secretary may establish subcommittees, task forces, and working groups consisting of Board members and/or outside experts, subject to the provisions of FACA, the FACA implementing regulations, and applicable Department of Commerce guidance. Subcommittees report only to the main committee and do not provide advice directly to NOAA.

12. **Recordkeeping:** Records of the Board, formally and informally established subcommittees, and other subgroups of the Board 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 two 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

7/23/14
Filing Date