

**U.S DEPARTMENT OF COMMERCE  
NOAA SCIENCE ADVISORY BOARD  
CHARTER**

- 1. Committee's Official Designation.** National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board
- 2. Authority.** The Secretary of Commerce approved the establishment of the National Oceanic and Atmospheric Administration (NOAA) Science Advisory Board (SAB) on August 15, 1997. SAB was initially chartered under the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App., on September 25, 1997. In 2017, Congress mandated that the SAB maintain two specific subcommittees: the Environmental Information Services Working Group and the Tsunami Science and Technology Advisory Panel. *See* Weather Research and Forecasting Innovation Act of 2017 (P.L. 115-25) §§ 401, 508. The Secretary has determined SAB's continuance is in the public interest in connection with the performance of duties imposed by law on the Department.
- 3. Objectives and Scope of Activities.**
  - a. The SAB will advise the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) on strategies for research, education, and application of science to operations and information services. This advice will help the agency to better understand and predict changes in Earth's environment, and to better conserve and manage coastal and marine resources to meet the Nation's economic, social, and environmental needs.
  - b. The SAB will advise the Under Secretary on other matters upon request.
  - c. The SAB will submit reports to the Under Secretary.
  - d. The SAB will conduct laboratory, cooperative institute, and program reviews, as requested.
- 4. Description of Duties.** The SAB shall function solely as an advisory body.
- 5. Agency or Official to Whom the Committee Reports.** The SAB shall report to the Under Secretary of Commerce for Oceans and Atmosphere.
- 6. Support.** The SAB will be staffed and coordinated through the SAB Executive Director's office located in the NOAA Office of Oceanic and Atmospheric Research.
- 7. Estimated Annual Operating Costs and Staff Years.**
  - a. The annual cost of operating the SAB is estimated at up to \$450,000, which includes 2.5 person-years for staff support. This is exclusive of the cost of operating subcommittees, task forces, and working groups. All decisions concerning the SAB's operations that impact or require the expenditure of Federal funds will be made by NOAA officials.
  - b. Members of the SAB 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 Under Secretary will designate a full-time or permanent part-time employee, appointed in accordance with Department of Commerce procedures, to serve as the Designated Federal Officer (DFO). The DFO will approve or call all of the SAB and subcommittee meetings, prepare and approve all meeting agendas, attend all the SAB 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 Under Secretary.
9. **Estimated Number and Frequency of Meetings.** The SAB will meet approximately three times each year in person, if possible. Additional meetings may be called as deemed desirable by the Under Secretary and may include teleconferences or webinars. Members are expected to attend all meetings. If a member should miss more than two consecutive in-person meetings without the permission of the Chair, that individual's membership will be reviewed by the Under Secretary.
10. **Duration.** Continuing.
11. **Termination.** The charter shall 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.
12. **Membership and Designation.**
  - a. The SAB will consist of approximately 15 members external to NOAA, appointed by the Under Secretary to assure balanced representation among preeminent scientists, engineers, educators, and science policy experts reflecting the full breadth of NOAA's areas of responsibility.
  - b. The Chairperson will be chosen by the Under Secretary, and may be asked to assist in the selection of other SAB members from experts suggested by appropriate organizations (e.g., National Academy of Sciences, professional societies, university consortia, and NOAA line and program offices). The term of the Chairperson will be until the end of the selected member's term on the SAB or sooner – at the discretion of the Under Secretary.
  - c. Members will be appointed for 3-year terms, renewable once, and serve at the discretion of the Under Secretary. 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 1 year. Members whose terms have expired may remain on the SAB until a replacement is appointed, not to exceed 1 year beyond the original end date of the first or final term.
  - d. Members will be subject to ethical standards applicable to Special Government Employees.
  - e. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.

Members shall not reference or otherwise utilize their membership on the SAB in connection with public statements made in their personal capacities without a disclaimer that the views

expressed are their own and do not represent the views of the SAB, NOAA, or the Department.

- 13. Subcommittees.** NOAA may establish such subcommittees – consisting of SAB members, as may be necessary, and may establish task forces and working groups consisting of SAB members and/or experts as may be necessary – subject to the provisions of FACA, the FACA implementing regulations, and applicable Department guidance. Subcommittees and other subgroups of the SAB must report back to the parent committee and must not provide advice or work products directly to NOAA or the Department of Commerce.

As set forth in Section 401 of the Weather Research and Forecasting Innovation Act of 2017, the Environmental Information Services Working Group (EISWG) will continue to exist as a standing working group under the SAB. Under this Act, the SAB has approval authority over EISWG membership, including the selection of Chair and Co-Chair, and the SAB may also request EISWG to address specific matters or questions.

As set forth in Section 508 of the Weather Research and Forecasting Innovation Act of 2017, NOAA must designate an existing working group of the SAB to serve as the Tsunami Science and Technology Advisory Panel to provide advice on matters regarding tsunami science, technology, and regional preparedness. The NOAA Administrator (Under Secretary) shall select the members of this Panel.

- 14. Record-keeping.** The records of the SAB, formally and informally established subcommittees or other subgroups of the committee, shall be handled in accordance with General Records Schedule 6.2 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.

  
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Chief Financial Officer and  
Assistant Secretary for Administration

6/26/19  
Filing Date

