U.S. Environmental Protection Agency
Energy and Environment Policy Committee
Charter

1. **Committee's Official Designation.** Energy and Environment Policy Committee (Committee).

2. **Authority.** The Energy and Environment Policy Committee is a discretionary committee established under the authority of the Administrator of the United States Environmental Protection Agency (Administrator) and regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2. It has been determined that the Committee is in the public interest in connection with the responsibilities of the United States Environmental Protection Agency (USEPA) under the:
• Energy Policy Act of 2005;
• The U.S. National Action Plan for the Open Government Partnership and other related authorities.

3. **Objectives and Scope of Activities.** The Administrator seeks to ensure the public receives the maximum benefit from the environmental regulations and policies of the United States. The Committee will provide advice to the Administrator, through the Office of General Counselor to the Administrator, on environmental regulation and policies of the United States.

4. **Description of Duties.** The duties of the Committee are solely advisory in nature. The Committee will, at the request of the Designated Federal Officer (DFO), advise on current and emerging issues related to environmental regulations and policies of the United States. At the request of the DFO, the Committee also will advise on the potential impacts of proposed policies and regulations related to the environment of the United States, including whether a need exists for regulatory reform.

5. **Agency or Official to Whom the Committee Reports.** The Committee will report to the Administrator through the Office of General Counsel to the Administrator.

6. **Support.** The Office of Administration and Resources Management will provide administrative and logistical support for the Committee.

7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Committee's functions are estimated to be $350,000, including all direct and indirect expenses and 3 full-time employees.

8. **Designated Federal Officer.** The DFO is a full-time Federal employee appointed in accordance with Agency procedures. The DFO or alternate DFO will approve or call all 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 Committee meetings when directed to do so by the Secretary.

9. **Estimated Number and Frequency of Meetings.** The Committee will meet at least twice each calendar year, and at such other times as determined necessary by the DFO.

10. **Duration.** Continuing.

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

12. **Membership and Designation.** The Committee will not exceed 28 members and will be composed of non-Federal and Federal members in order to ensure fair and balanced representation. The Secretary will appoint non-Federal members and their alternates to the Committee to serve up to a 3-year term. Non-Federal members and alternates may not serve as a member or alternate for more than 6 consecutive years. However, after a 2-year break in service, any such non-Federal member or alternate will again be eligible for appointment.
The Office of General Counsel, or his designee, shall chair the Committee.
Federal Members: The Administrator will appoint the following officials as nonvoting, ex-officio members of the Committee:
• Office of the Assistant Administrator for –
• Office of the Assistant Administrator for –
• Office of the Assistant Administrator for –
These officials may designate a senior official to act on their behalf.
Non-Federal Members: The Secretary will appoint members in the following categories:
• Up to 6 members representing the Governors of States.
• Up to 4 members representing the Indian Tribes.
• Up to 6 members representing various energy industry stakeholders.
• Up *to* 4 members representing US House of Representatives energy committees.
• Up *to* 4 members representing US Senate energy committees.
• Up *to* 4 members representing academia and public interest groups.
Each non-Federal member may nominate an alternate member to the Committee. Alternate members must be approved and appointed to the Committee by the Secretary before attending meetings in lieu of primary members. Alternate members will have experience and/or expertise similar to that of the associated primary member.
Members of the Committee serve without compensation. However, while away from their homes or regular places of business, Committee and subcommittee members engaged in Committee or subcommittee business approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, as authorized by *5* U.S.C. 5703, in the same manner as persons employed intermittently in Federal Government service.
Any vacancy on the Committee will be filled in the same manner in which the original appointment was made.
All members serve at the discretion of the Secretary.

13. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information, conducting research, and/or drafting recommendations. However, such subcommittees must act only under the direction of the Committee and must report their recommendations to the full Committee for consideration. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

14. **Ethics Responsibilities of Members.** No Committee or subcommittee member or alternate member will participate in any specific party matter (including a lease, license, permit, contract, claim, agreement, or related litigation) with the DOE in which the member or alternate member has a direct financial interest. Members and alternate members will endeavor to avoid any actions that would cause the public to question the integrity of the Committee's operations, activities, or advice. The provisions of this paragraph do not affect any statutory or regulatory ethical obligations to which Federal members (and alternate members) are subject.

15. Recordkeeping. The records of the Committee, including formally and informally established subcommittees of the Committee, will be handled in accordance with General Records Schedule 6.2 or other approved Agency records disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act. 5 U.S.C. 5 52.