U.S. DEPARTMENT OF COMMERCE
CHARTER OF THE
ADVISORY COMMITTEE ON EARTHQUAKE HAZARDS REDUCTION

ESTABLISHMENT:

In accordance with the requirements of Section 103 of the National Earthquake Hazards Reduction Program (NEHRP) Reauthorization Act of 2004 (P. L. 108-360), hereinafter referred to as the Act, the Secretary of Commerce hereby establishes the Advisory Committee on Earthquake Hazards Reduction, hereinafter referred to as the Committee, pursuant to the Federal Advisory Committee Act, 5 USC App. 2.

OBJECTIVES AND DUTIES:

The Committee will act in the public interest to:

1. Assess trends and developments in the science and engineering of earthquake hazards reduction.

2. Assess effectiveness of the Program in carrying out the activities under section 103(a)(2) of the Act.

3. Assess the need to revise the Program.

4. Assess the management, coordination, implementation, and activities of the Program.

5. Function solely as an advisory body, in accordance with the provisions of the Federal Advisory Committee Act.

MEMBERS AND CHAIRPERSON:

1. The Director of the National Institute of Standards and Technology (NIST) shall appoint the members of the Committee. Members shall be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance. Members shall be selected on the basis of established records of distinguished service in their professional community and their knowledge of issues affecting the National Earthquake Hazards Reduction Program. Members shall serve as Special Government Employees and are required to file an annual Executive Branch Confidential Financial Disclosure Report. Members will undergo a security check. Members serve at the discretion of the NIST Director.

2. Members shall reflect the wide diversity of technical disciplines, competencies, and communities involved in earthquake hazards reduction. Members will be drawn from industry and other communities having an interest in the National Earthquake Hazards Reduction

Program, such as, but not limited to, research and academic institutions, industry standards development organizations, state and local government bodies, and financial communities, who are qualified to provide advice on earthquake hazards reduction and represent all related scientific, architectural, and engineering disciplines.

3. The Committee shall consist of not fewer than 11 nor more than 15 members. The term of office of each member of the Committee shall be three years, except that vacancy appointments shall be for the remainder of the unexpired term of the vacancy and that the initial members shall have staggered terms such that the committee will have approximately 1/3 new or reappointed members each year.

4. The Chair of the U.S. Geological Survey's Scientific Earthquake Studies Advisory Committee shall serve as an ex-officio member of the Committee.

5. Any person who has completed two consecutive full terms of service on the Committee shall be ineligible for appointment for a third term during the one year period following the expiration of the second term.

6. The Director of NIST shall appoint the Chair from among the members of the Committee. The Chair's tenure shall be at the discretion of the Director of NIST.

ADMINISTRATIVE PROVISIONS:

1. The Committee shall report to the Director of NIST.

2. The Designated Federal Officer will be designated from within the Office of the Director of the Building and Fire Research Laboratory. The Building and Fire Research Laboratory (BFRL) within NIST will provide staff support for the Committee.

3. The Committee shall meet at least once per year. Additional meetings may be called whenever the NIST Director requests a meeting.

4. Members of the Committee shall not be compensated for their services, but will, upon request, be allowed travel and per diem expenses in accordance with 5 U.S.C. 5701 et seq., while attending meetings of the Committee or subcommittees thereof, or while otherwise performing duties at the request of the Chair, while away from their homes or regular places of business.

5. Not later than one year after the first meeting of the Committee, and at least once every two years thereafter, the Committee shall report to the Director of NIST, on its findings of the assessment carried out under "Objectives and Duties" and its recommendations for ways to improve the Program. In developing recommendations, the Committee shall consider the recommendations of the United States Geological Survey Scientific Earthquake Studies Advisory Committee.

6. The Committee may establish subcommittees subject to the provisions of the Federal Advisory Committee Act and the Department of Commerce Committee Management Handbook. Subcommittee members shall be selected from the parent committee.

7. The annual cost of operating the Committee is estimated at $200,000, which includes 0.5 work years of staff support.

8. The Committee shall not act in the absence of a quorum, which shall consist of a simple majority of the members of the Committee not having a conflict of interest in the matter being considered by the Committee, except that, if the number of members on the Committee is even, half will suffice.

DURATION:

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

06-27-06
Date

Chief Financial Officer
and Assistant Secretary for Administration