

**Department of the Interior
U.S. Geological Survey**

Advisory Committee for Science Quality and Integrity

Charter

1. **Committee's Official Designation.** The official designation of the committee is the Advisory Committee for Science Quality and Integrity (Committee).
2. **Authority.** The Committee is established pursuant to section 1008(a)(2) of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Ch. 10. Establishment of the Committee will enable the Department of the Interior (Department), through the U.S. Geological Survey (USGS), to satisfy its responsibilities under the Presidential Memorandums of March 9, 2009 (Scientific Integrity) and January 27, 2021 (Restoring Trust in Government Through Scientific Integrity and Evidence-Based Policymaking), and Director of the Office of Science and Technology Policy's Memorandum of December 17, 2010 (Scientific Integrity). The Committee is managed pursuant to FACA.
3. **Objectives and Scope of Activities.** The Committee advises the Secretary of the Interior (Secretary) and the Director of the USGS (Director) on matters relating to the responsibilities of the Office of Science Quality and Integrity (OSQI) including monitoring and enhancing the integrity, quality, and health of all USGS science through executive oversight and development of strong practices, policy, and supporting programs. Functional Areas in the OSQI include Scientific Integrity, Science Quality, Fundamental Science Practices, Office of Tribal Relations, Youth and Education in Science (YES), Science, Technology, Engineering, and Mathematics (STEM), Laboratories, Postdoctoral Research, and Research and Equipment Development Grade Evaluations of USGS scientists.
4. **Description of Duties.** As set forth in Presidential Memorandum, January 27, 2021, Section 7, Scientific Advisory Committees, the duties of the Committee will include advising on:
 - a. Identification of key science quality and integrity processes to advance the USGS mission.
 - b. Effective mechanisms for engaging the next generation USGS workforce and others through the YES program and with other Federal agencies in STEM and underserved communities.
 - c. The nature and effectiveness of mechanisms to provide oversight of science quality within USGS laboratories.

- d. Mechanisms that may be employed by the USGS to ensure high standards of science quality and integrity in its programs and products.
5. **Official to Whom the Committee Reports.** The Committee reports to the Secretary through the Director or the Designated Federal Officer (DFO).
 6. **Support.** Administrative and logistical support for the Committee will be provided by the USGS.
 7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Committee's functions are estimated to be approximately \$150,000, including all direct and indirect expenses and 0.50 Federal staff years support.
 8. **Designated Federal Officer.** The DFO is the OSQI Program Analyst who is a full-time or permanent part-time Federal employee appointed in accordance with Department procedures. The DFO will approve or call all Committee and subcommittee meetings, prepare and approve all meeting agendas, attend all Committee 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 Director.
 9. **Estimated Number and Frequency of Meetings.** The Committee will meet approximately one to two times annually, and at such other times as designated by the DFO.
 10. **Duration.** Continuing.
 11. **Termination.** The Committee will terminate 2 years from the date the charter is filed, unless, prior to that date it is renewed in accordance with the provisions of section 1013 of the FACA. The Committee will not meet or take any action without a valid, current charter.
 12. **Membership and Designation.** The Committee will consist of no more than 15 members appointed by the Secretary who represent the diversity of the Nation's constituencies, and include the following interests:
 - Local and State governments;
 - Non-governmental organizations;
 - Native American, Native Alaskan, and Native Hawaiian organizations, including representatives from Tribal governments and Tribal colleges;
 - Academia; and
 - Other stakeholders and sectors, including private industry, that make use of USGS science including, but not limited to, areas including laboratory sciences, natural resource managers, natural hazards protections, and wildlife organizations.

The Committee may include scientific experts and will include rotating representation from one or more local, Tribal, State, regional, and/or national organizations.

Alternate members may be appointed to the Committee. Alternate members must be approved and appointed by the Secretary before attending meetings as representatives. Alternate members shall have experience and/or expertise similar to the primary member.

Non-Federal members of the Committee will serve without compensation. However, while away from their homes or regular places of business, non-Federal Committee and subcommittee members, including alternate members, engaged in Committee or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under 5 U.S.C. § 5703.

Members will be appointed for 2- or 3-year terms. A vacancy on the Committee will be filled in the same manner the original appointment was made.

Members may be appointed as representatives or Special Government Employees.

The Secretary will appoint the Committee Chair.

13. Ethics Responsibilities of Members.

- a. **Special Government Employee Members (SGE).** Members of the Committee appointed as SGEs are subject to applicable Federal ethics statutes and regulations, to include applicable exceptions and exemptions. Additionally, SGE members are required, prior to appointment and annually thereafter, to file a Confidential Financial Disclosure Report. SGE members are also required to receive initial ethics training prior to performing any Committee duties and to receive annual ethics training thereafter. The Department will provide materials to those members serving as SGEs, explaining their ethical obligations.
- b. **Non-Federal Members Who Are Not SGEs.** Non-Federal members of the Committee and subcommittees appointed as representatives are not subject to Federal ethics statutes and regulations. However, no non-Federal Committee or subcommittee members may participate in any Committee or subcommittee deliberations or votes relating to a specific party matter before the Department or its bureaus and offices including a lease, license, permit, contract, grant, claim, agreement, or litigation, in which the member or the entity the member represents has a direct financial interest.

- 14. Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information, conducting research, or providing advice. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Committee for consideration; that is, subcommittees must not provide advice or work products directly to the Secretary or the USGS Director. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

15. **Recordkeeping.** Detailed records must be kept of each Committee and formally or informally established subcommittees. All records must be made available to the public, subject to the Freedom of Information Act (5 U.S.C. § 552) and must be handled in accordance with General Records Schedule 6.2 and other approved Agency records disposition schedules.



Secretary of the Interior

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Date

Date Filed