

**Department of Energy
Charter for the Environmental Management
Site-Specific Advisory Board**

1. Official Designation:

Environmental Management Site-Specific Advisory Board (EM SSAB or Board)

2. Objective, Scope of Activity, and Duties:

In accordance with the Federal Advisory Committee Act, the EM SSAB will provide the Assistant Secretary for Environmental Management (EM), the appropriate Department of Energy (DOE) Field Managers or Assistant Managers for EM activities, and any other DOE official the Assistant Secretary shall designate, with information, advice, and recommendations concerning issues affecting the EM program at various sites. At the request of the Assistant Secretary or the Field Managers, the Board may provide advice and recommendations concerning the following EM site-specific issues: clean-up standards and environmental restoration; waste management and disposition; stabilization and disposition of non-stockpile nuclear materials; excess facilities; future land use and long-term stewardship; risk assessment and management; and clean-up science and technology activities. The Board may also be asked to provide advice and recommendations on any other EM project or issue.

The EM SSAB will have the following duties:

- a. Advise on EM projects and issues; and
- b. Issue reports and recommendations as necessary.

3. Time Period Necessary for the Board to Fulfill its Purpose:

Because the Board exists to advise EM on a succession of projects and issues, the time period required to fulfill that purpose is continuing in nature.

4. Official(s) to whom the Board Reports:

The Board will report to the Assistant Secretary for Environmental Management, the appropriate DOE Field Managers or Assistant Managers for EM activities, and any other DOE official the Assistant Secretary shall designate.

5. Agency Responsible for Providing Necessary Support for the Board:

United States Department of Energy, Office of Environmental Management

6. Description of Duties for Which the Board is Responsible:

The duties of the Board are solely advisory and are fully stated in Paragraph 2 above.

7. Estimated Annual Operating Expenses in Dollars and Person-Years:

DOE will provide resources sufficient to conduct EM SSAB business as well as authorized travel and subsistence (per diem) expenses for eligible members. The approximate annual cost is \$3.8 million in direct federal and contractor costs, and approximately 8.5 FTEs.

8. Estimated Number and Frequency of Board Meetings:

The local Boards will meet approximately six to twelve times a year at each site represented on the EM SSAB. In addition, members from each local Board may be asked by DOE to participate in semi-annual meetings of the EM SSAB Chairs to discuss complex-wide EM issues.

9. Termination Date:

Continuing.

10. Local Boards and Subcommittees:

To facilitate the functioning of the Board and to promote its effectiveness, subcommittees (locally referred to as "committees") may be formed for each local EM SSAB by a local EM SSAB Chair with the approval of the Designated Federal Officer (DFO) or Deputy DFO. The objective of the subcommittees will be to make recommendations to the local EM SSAB.

11. Members:

Pursuant to delegated authority, the Assistant Secretary for Environmental Management is authorized to appoint and remove EM SSAB members.

- a. The standard term for Board members is two years, and members are to serve no more than three two-year terms for a total of six years.
- b. In areas where the member pool is limited or where the nominee represents a specific interest, (e.g. Tribal Nations), rather than an affected community, or where membership is defined by a Memorandum of Understanding, a request for an exception from term limits may be made by the affected Field Office Manager.
- c. Board member appointments are usually staggered so that one-half of the membership is retained for continuity.
- d. Board membership shall reflect a full diversity of viewpoints in the affected community and region and will be composed primarily of people who are directly affected by DOE site clean-up activities.

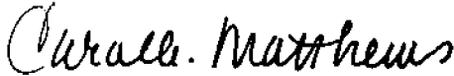
- e. Members shall be appointed as representatives of entities including, but not limited to, stakeholders from local government; tribal nations; environmental, civic and religious groups; labor organizations; or academia.
- f. Nomination and appointment of Board members shall be accomplished using procedures designed to ensure a diverse Board membership and a balance of representative viewpoints.
- g. Approximate number of members: 160. This number is based on each local EM SSAB having 10-31 Board members.

12. Liaisons:

The Assistant Secretary or DOE Field Managers may request that other Federal, State, or Tribal organizations name liaisons to the local Boards to provide information and represent their agency's interests at local Board meetings. These liaisons may participate in discussions, but shall have no voting privileges and shall not be included in the quorum count.

The Charter for the Advisory Board named above is hereby approved on:

Date: APR 11 2008



Carol A. Matthews
Acting Committee Management Officer

Date Filed: APR 11 2008