

**U.S. Department of the Interior
National Park Service**

**National Park System Advisory Board
Charter**

1. **COMMITTEE'S OFFICIAL DESIGNATION.** The official designation of this Federal advisory committee is the National Park System Advisory Board (Board).
2. **AUTHORITY.** The Board is authorized by 54 U.S.C. 102303 (part of the 1935 Historic Sites, Buildings and Antiquities Act). Establishment of the Board is regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2. Pursuant to 54 U.S.C. 102303, the legislative authorization for the Board expired on January 1, 2010. However, due to the importance of the issues on which the Board advises, the Secretary of the Interior (Secretary) by authority under 54 U.S.C. 100906 re-established and continued the Board, under this charter, as a discretionary committee.
3. **OBJECTIVES AND SCOPE OF ACTIVITIES.** The Board provides advice to the Director of the National Park Service (Director) and the Secretary on matters relating to the National Park Service, the National Park System, and programs administered by the National Park Service. The Board may also advise on matters submitted to the Board by the Director and/or the Secretary.
4. **DESCRIPTION OF DUTIES.** Board duties and responsibilities are solely advisory and are as follows:
 - (a) Provide advice and recommendations on programs administered pursuant to 54 U.S.C. 320101 to include the designation of national historic landmarks and national natural landmarks, and the national historic significance of proposed national historic trails pursuant to the National Trails System Act (16 U.S.C. 1244(b)(3)).
 - (b) Provide advice and recommendations for implementation of Secretary's Orders, including but not limited to Secretary's Order 3347 – Conservation Stewardship and Outdoor Recreation; Secretary's Order 3356 – Hunting, Fishing, Recreational Shooting, and Wildlife Conservation Opportunities and Coordination with States, Tribes, and Territories; and Secretary's Order 3366 – Increasing Recreational Opportunities on Lands and Waters Managed by the U.S. Department of the Interior.
 - (c) Provide advice and recommendations for implementation of the regulatory reform initiatives and policies specified in section 2 of Executive Order 13777 – Reducing Regulation and Controlling Regulatory Costs; Executive Order 12866 – Regulatory Planning and Review, as amended; and section 6 of Executive Order 13563 – Improving Regulation and Regulatory Review.
 - (d) Provide advice and recommendations for collaborative and innovative solutions to aggressively address wildland fires on public lands as guided by Executive Order 13855 – Promoting Active Management of America's Forests, Rangelands, and other Federal

Lands to Improve Conditions and Reduce Wildfire Risk, and Secretary's Order 3372 – Reducing Wildfire Risks on Department of the Interior Land Through Active Wildfire Management.

- (e) Provide advice and recommendations for implementation of Director's Order #21 – Donations and Philanthropic Partnerships.

The Board, in consultation with the Director, may adopt such rules as may be necessary to establish its procedures and to govern the manner of its operations and organization in performing its duties.

At the conclusion of each meeting, or shortly thereafter, provide a detailed recommendation report, including meeting minutes, to the Designated Federal Officer (DFO).

5. **OFFICIAL TO WHOM THE BOARD REPORTS.** The Board reports to the Director.
6. **SUPPORT.** Support for the Board is provided by the National Park Service.
7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Board's activities are estimated to be \$200,000, including all direct and indirect expenses and 1 full time Federal staff support.
8. **DESIGNATED FEDERAL OFFICER.** The DFO is the Director or an employee of the Department of the Interior (Department) and/or National Park Service as designated by the Director who is a full time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Board and subcommittee meetings, prepare and approve all meeting agendas, attend all Board 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 Board will meet approximately one to two times annually and at such other times as designated by the DFO.
10. **DURATION.** Continuing.
11. **TERMINATION.** The Board will terminate 1 year from the date the charter is filed, unless prior to that date, is renewed in accordance with the provisions of Section 14 of the FACA. The Board will not meet or take any action without a valid current charter.
12. **MEMBERSHIP AND DESIGNATION.** Members of the Board shall be appointed on a staggered term basis by the Secretary for a term not to exceed 4 years and shall serve at the pleasure of the Secretary.

The Board shall be comprised of no more than 12 persons, appointed from among citizens of the United States having a demonstrated commitment to the mission of the National Park Service. Board members shall be selected to represent various geographic regions across the United States of America.

Members appointed by the Secretary will be representatives of the following interest groups:

1. Four persons who have outstanding expertise in the physical and/or social sciences, such as:
 - (a) history or geography;
 - (b) archeology or anthropology;
 - (c) historical or landscape architecture; or
 - (d) biology, ecology, geology, or marine sciences.
2. Three persons who have outstanding experience in management of the following areas:
 - (a) national or state parks;
 - (b) forests, wildlife refuges, or other protected natural areas;
 - (c) historic areas or sites; or
 - (d) have an extensive background in natural or cultural resources management.
3. Five persons who have outstanding expertise in professional or scientific disciplines that are important to the mission of the National Park Service, such as:
 - (a) financial management or business development;
 - (b) historical or recreational land use management or planning;
 - (c) business management, marketing or entrepreneurship; and
 - (d) of which at least one individual shall also have extensive private sector experience.
4. Among all categories at least one person, who at the time of selection serves as a locally elected official from an area adjacent to a national park unit.
5. Among all categories at least one person who is a veteran and/or has a physical impairment.

Any vacancy on the Board shall not affect its powers, but shall be filled in the same manner in which the original appointment was made. A member may serve after the expiration of his or her term until a successor is appointed.

Alternate members may be appointed to the Board. 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 that of the primary member. Alternate members may deliberate and vote on Board matters only in the absence of the primary member.

The Board shall elect the Chairperson and Vice-Chairperson by affirmative vote of a majority of its members. The Chairperson and Vice-Chairperson will serve a term of 1 year, renewable for 1 additional year. The Chairperson or Vice-Chairperson may be replaced before his or her term ends by affirmative vote of a majority of the Board's members.

Members serve as representatives or as Special Government Employees (SGEs). Members appointed as SGEs are required to file on an annual basis a Confidential Financial Disclosure Report, and complete annual ethics training.

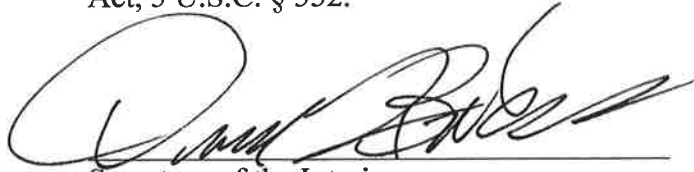
Members of the Board will serve without compensation. However, while away from their homes or regular places of business, Board and subcommittee members engaged in Board or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under section 5703 of title 5 of the United States Code.

13. **ETHICS RESPONSIBILITIES OF MEMBERS.** No Board or subcommittee members will participate in any Board 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.

In addition, the Department will provide materials to those members serving as SGEs, explaining their ethical obligations with which the members should be familiar. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the Board's operations, activities, or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject.

14. **SUBCOMMITTEES.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Board for consideration. Any such subcommittees shall be chaired by a member of the Board. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

15. **RECORDKEEPING.** The records of the Board, and formally or informally established subcommittees of the Board, shall be handled in accordance with General Records Schedule 6.2, and other approved Department records disposition schedules. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.


Secretary of the Interior


Date

JAN 08 2020

Date Filed