

**U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT**

**SAN JUAN ISLANDS NATIONAL MONUMENT
ADVISORY COMMITTEE**

CHARTER

1. **OFFICIAL DESIGNATION:** San Juan Islands National Monument Advisory Committee (Committee).
2. **AUTHORITY:** The Committee is established pursuant to the Presidential Proclamation, "Establishment of the San Juan Islands National Monument," (March 25, 2013), and is consistent with section 309 of the Federal Land Policy and Management Act (FLPMA), as amended (43 U.S.C. 1739); the Forest and Rangeland Renewable Resources Planning Act of 1974 (16 U.S.C. 1600); section 14 of the National Forest Management Act of 1976 (16 U.S.C. 472a); the Wilderness Act (16 U.S.C. 1131); and all other applicable provisions of law. The Bureau of Land Management (BLM) is subject to standards and procedures for the creation, operation, and termination of BLM resource advisory committees. Refer to the 1995-amended BLM regulations (43 CFR 1784) for specific regulations regarding composition (1784.2-1); avoidance of conflicts of interest (1784.2-2); calls for nominations (1784.4-1); notice of meetings (1784.4-2); open meetings (1784.4-3); records (1784.5-3); course of instruction for members (1784.6-1(f)); and quorum requirements (1784.6-1(h)). The Committee is regulated by the Federal Advisory Committee Act (FACA), as amended, (5 U.S.C. Appendix 2).
3. **OBJECTIVES AND SCOPE OF ACTIVITIES:** The Committee shall advise the Secretary of the Interior (Secretary) with respect to the preparation and implementation of the San Juan Islands National Monument Resource Management Plan (RMP).
4. **DESCRIPTION OF DUTIES:** Committee duties and responsibilities are to provide information and advice regarding the development of the National Monument's management plan as stated in the Presidential Proclamation establishing the Monument, and such other matters as may be referred by the Designated Federal Officer (DFO).

At the conclusion of each meeting or shortly thereafter, provide a detailed recommendation report, including meeting minutes, to the DFO.
5. **OFFICIAL TO WHOM THE COMMITTEE REPORTS:** The Committee provides advice to the Secretary through the DFO.
6. **SUPPORT:** Administrative support and funding for activities of the Committee will be provided by the office of the DFO.
7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS:** The annual operating costs associated with supporting the Committee's activities are estimated to be \$10,000, including all direct and indirect expenses and .30 Federal staff years of support.
8. **DESIGNATED FEDERAL OFFICER:** The DFO is the Spokane District Manager who is a full-time Federal employee appointed in accordance with Agency 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 Secretary.

9. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS:** The Committee will meet approximately two to four times annually, and at such other times as designated by the DFO.
10. **DURATION:** Continuing.
11. **TERMINATION:** The Committee will terminate on September 30, 2023, unless extended by the President pursuant to Executive Order 14048, "Continuance of Certain Federal Advisory Committees" (September 30, 2021). The Committee will not meet or take any action without a valid current charter.
12. **MEMBERSHIP AND DESIGNATION:** The Committee shall include 12 members to be appointed by the Secretary as follows:
 - Two members representing recreation and tourism interests;
 - Two members representing wildlife and ecological interests;
 - Two members representing cultural and heritage interests;
 - Two public-at-large members;
 - One member representing Tribal interests;
 - One member representing local government;
 - One member representing education and interpretation interests; and
 - One member representing private landowners.

Members will be appointed to the Committee to serve 3-year terms.

Members may be appointed as representative members or special Government employees.

13. **ETHICS RESPONSIBILITIES OF MEMBERS:** No Committee or subcommittee member will participate in any Committee or subcommittee deliberations or votes relating to a specific party matter before the Department of the Interior 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.

Consistent with 43 CFR 1784.2-2, members of the Committee shall be required to disclose their direct or indirect interest in leases, licenses, permits, contracts, or claims that involve lands or resources administered by the BLM, or any litigation related thereto. For the purpose of this paragraph, indirect interest includes holdings of a spouse or dependent child.

Members of the Committee appointed as special Government employees (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 of the Interior will provide materials to those members serving as special Government employees, explaining their ethical obligations.

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 Committee for consideration. Subcommittees may not provide advice or work products directly to the Agency. 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 Committee, and formally and informally established subcommittees of the Committee, shall be handled in accordance with General Record Schedule 6.2 and other approved Agency 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

NOV 04 2021

Date

Dec 7, 2021

Date Filed