

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

**STATE OF WASHINGTON
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: avoidance of conflict 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.
5. **OFFICIAL TO WHOM THE COMMITTEE REPORTS:** The Committee provides advice to the Secretary.
6. **SUPPORT:** Administrative support and funding for activities of the Committee will be provided by the office of the Designated Federal Officer (DFO).
7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS:** The annual operating costs associated with supporting the Committee's activities are estimated to be \$50,000, including all direct and indirect expenses and 0.30 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, 2017, unless extended by the President. 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 staggered 3-year terms. All members serve at the discretion of the Secretary.


Members may be appointed as representative members or special Government employees. Members appointed as special Government employees are required to complete annual ethics training and file on an annual basis a confidential financial disclosure report.

13. **ETHICS RESPONSIBILITIES OF MEMBERS:** No Committee or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department of the Interior (Department) in which the member has a direct financial interest.

As provided in 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 BLM or in any litigation related thereto. For the purposes of this paragraph, indirect interest includes holdings of a spouse or dependent child.

The Department will provide materials to those members appointed as special Government employees, 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 Committee'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 Committee for consideration. Subcommittees must 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 schedule. 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

JUN 29 2016

Date

JUL 25 2016

Date Filed