

UNITED STATES DEPARTMENT OF HOMELAND SECURITY

UNITED STATES COAST GUARD

NATIONAL OFFSHORE SAFETY ADVISORY COMMITTEE CHARTER

1. Committee's Official Designation:

National Offshore Safety Advisory Committee

2. Authority:

Under the Secretary's authority in Title 6, United States Code, section 451, this Charter establishes the National Offshore Safety Advisory Committee. This discretionary committee is established in accordance with and operates under the provisions of the *Federal Advisory Committee Act* (Title 5, United States Code, Appendix).

3. Objectives and Scope of Activities:

The National Offshore Safety Advisory Committee provides advice and recommendations to the Department of Homeland Security on matters relating to activities directly involved with or in support of the exploration of offshore mineral and energy resources insofar as they relate to matters within Coast Guard's jurisdiction.

4. Description of Duties:

The duties of the National Offshore Safety Advisory Committee are solely advisory in nature.

5. Officials to Whom the Committee Reports:

The National Offshore Safety Advisory Committee provides advice and recommendations to the Secretary through the Commandant and the Assistant Commandant for Prevention Policy, United States Coast Guard.

6. Agency Responsible for Providing Necessary Support:

The Department of Homeland Security is responsible for providing financial and administrative support to the National Offshore Safety Advisory Committee. Within the Department of Homeland Security, the Office of Operating and Environmental Standards (CG-OES), United States Coast Guard, provides this support.

7. Estimated Annual Operating Costs and Staff Years:

The estimated annual operating cost of the National Offshore Safety Advisory Committee is \$104,000, which includes approximately 0.80 years of staff support.

8. Designated Federal Officer:

A full-time or permanent part-time employee of the Coast Guard is appointed by the Assistant Commandant for Prevention Policy as the National Offshore Safety Advisory Committee Designated Federal Officer. The Designated Federal Officer or the Alternate Designated Federal Officer approves or calls National Offshore Safety Advisory Committee meetings, approves meeting agendas, attends all Committee and Subcommittee meetings, adjourns any meeting when the Designated Federal Officer determines adjournment to be in the public interest, and chairs meetings when directed to do so by the Assistant Commandant for Prevention Policy.

9. Estimated Number and Frequency of Meetings:

Meetings of the National Offshore Safety Advisory Committee may be held with the approval of the Designated Federal Officer; it is expected the Committee will meet twice a year. Members are not reimbursed for travel and per diem. All travel for the National Offshore Safety Advisory Committee business must be approved in advance by the Designated Federal Officer. In accordance with the Federal Advisory Committee Act, all Committee meetings are considered public meetings and are open to the public unless a determination is made by the appropriate Department of Homeland Security official in accordance with Department of Homeland Security policy and directives that the meeting should be closed in accordance with Title 5, United States Code, subsection (c) of section 552b.

10. Duration:

Continuing.

11. Termination:

This charter is in effect for two years from the date it is filed with Congress unless sooner terminated. The charter may be renewed at the end of this two-year period in accordance with section 14 of the *Federal Advisory Committee Act*.

12. Member Composition:

The National Offshore Safety Advisory Committee is composed of 15 members who are appointed by and serve at the pleasure of the Secretary of Department of Homeland Security. In addition, the Commandant may request the Bureau of Safety and Environmental Enforcement, the Environmental Protection Agency, the Maritime Administration, the Department of Energy, and the Occupational Safety and Health Administration each to designate a representative to participate as a non-voting observer on the Committee. Except for the member representing the general public each member shall have expertise and/or knowledge and experience regarding the technology, equipment and techniques that

are used or are being developed for use in the exploration for and the recovery of offshore mineral resources as follows:

- a. Two members representing companies, organizations, enterprises or similar entities engaged in the production of petroleum;
- b. Two members representing companies, organizations, enterprises or similar entities engaged in offshore drilling;
- c. Two members representing companies, organizations, enterprises or similar entities engaged in the support, by offshore supply vessels or other vessels, of offshore operations;
- d. One member representing companies, organizations, enterprises or similar entities engaged in the construction of offshore facilities;
- e. One member representing companies, organizations, enterprises or similar entities providing diving services to the offshore industry;
- f. One member representing companies, organizations, enterprises or similar entities providing safety and training services to the offshore industry;
- g. One member representing companies, organizations, enterprises or similar entities providing subsea engineering, construction or remotely operated vehicle support to the offshore industry;
- h. Two members representing employees of companies, organizations, enterprises or similar entities engaged in offshore operations, one of whom should have recent practical experience on vessels or units involved in the offshore industry;
- i. One member representing companies, organizations, enterprises or similar entities providing environmental protection, compliance or response services to the offshore industry;
- j. One member representing companies, organizations, enterprises or similar entities engaged in offshore oil exploration and production on the Outer Continental Shelf of Alaska; and
- k. One member of the general public.

The members referred to in paragraphs (a) through (j) are intended to represent the viewpoints of the economic sectors or special interests indicated in those paragraphs. Each of the members will be appointed as a Representative Member of one of those viewpoints and is not Special Government Employee, as defined in section 202(a) of title 18, United States Code.

The member referred in paragraph (k) is a Special Government Employee as defined in section 202(a) of title 18, United States Code. As a Special Government Employee, the member in paragraph (k) is subject to the Federal conflict of interest laws, agency standard of conduct regulations and financial disclosure requirements applicable to executive branch officials.

Members serve terms of office of up to three years, and approximately one-third of members' terms of office expire each year. A member appointed to fill an unexpired term serves the remainder of that term. In the event the National Offshore Safety Advisory Committee terminates, all appointments to the Committee terminate.

Officers:

The Assistant Commandant for Prevention Policy appoints one of the members of the National Offshore Safety Advisory Committee as the Chair and one of the members as the Vice-Chair. The Vice-Chair will act as Chair in the absence or incapacity of the Chair or in the event of a vacancy in the office of the Chair. The term of office of the Chair and Vice-Chair will be two years, and members may serve more than one term.

13. Subcommittees:

The Designated Federal Officer may approve the establishment of Subcommittees for any purpose consistent with this charter. Such Subcommittees may not work independently of the chartered Committee and must present their work to the National Offshore Safety Advisory Committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the National Offshore Safety Advisory Committee and may not report directly to the Federal government or any other entity.

14. Recordkeeping:

The records of the National Offshore Safety Advisory Committee, formally and informally established Subcommittees or other subgroups of the Committee, shall be handled in accordance with General Records Schedule 6.2, or other approved agency records disposition schedule. These records shall be available for public inspection and copying, in accordance with the *Freedom of Information Act* (Title 5, United States Code, section 552).

15. Filing Date:

October 6, 2018
Department Approval Date

November 7, 2018
CMS Consultation Date

November 9, 2018
Date Filed with Congress