

**U.S. Department of the Interior
U.S. Geological Survey**

**Advisory Committee on Water Information
Charter**

1. **Committee's Official Designation:** Advisory Committee on Water Information (ACWI).
2. **Authority:** The ACWI is established by the Secretary of the Interior (Secretary) and will operate in conformance with the Office of Management and Budget (OMB) Memorandum No. M-92-01, dated December 10, 1991, and the Organic Act of March 3, 1879 (43 U.S.C. 31 *et seq.*), that established the Geological Survey, as amended (1962), and restated in annual appropriation acts. The ACWI is regulated by the Federal Advisory Committee Act (FACA), as amended (5 U.S.C. Appendix 2).
3. **Objectives and Scope of Activities:** The ACWI advises the Federal Government, through the Department of the Interior (Department), U.S. Geological Survey (USGS), on coordination of Federal water information programs. The purpose of the ACWI is to represent the interests of water information users and professionals in advising the Federal Government on activities and plans related to Federal water information programs and the effectiveness of those programs in meeting the Nation's water information needs. The ACWI members foster better communication between the Federal and non-Federal sectors on water information acquisition, information sharing, and related technology transfer.
4. **Description of Duties:** The duties of the ACWI are solely advisory, and will meet the objectives and requirements of OMB Memorandum No. M-92-01, which directs the USGS to establish more effective working relationships and foster collaboration with State and local agencies, Indian tribes, and the private sector. The ACWI will provide advice on efforts to operate a cost effective national network of water data collection and analysis that meets the priority water information needs of the Federal Government and, to the extent possible within available resources, the needs of the non-Federal community that are tied to national interests. The ACWI will advise on the Federal Government's efforts to develop uniform standards, guidelines, and procedures for the collection, analysis, management, and dissemination of water information in order to improve quality, consistency, and accessibility nationwide. The ACWI will consider the effectiveness of existing water information programs and recommend modifications needed to respond to changes in legislation, technology, and other conditions.

All current and future Executive Orders, and Secretary's Orders and Secretarial memos should be included for discussion and recommendation as they are released. 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 Committee Reports:** The ACWI reports to the Secretary of Interior through the Assistant Secretary for Water and Science.

6. **Support:** Support services for the activities of the Committee will be provided by the USGS Water Resources Mission Area's Office of Planning and Programing.
7. **Estimated Operating Costs and Staff Years:** The annual operating costs associated with supporting the Committee's functions are estimated to be \$340,000, including all direct and indirect expenses and 2 Federal staff years support.
8. **Designated Federal Officer:** The DFO is the Executive Secretary of ACWI who is a USGS full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all ACWI and subcommittee meetings, prepare and approve all meeting agendas, attend all ACWI 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 Assistant Secretary for Water and Science.
9. **Estimated Number and Frequency of Meetings:** The ACWI will meet approximately once a year, and at such other times as designated by the DFO.
10. **Duration:** Continuing.
11. **Termination:** The ACWI will terminate 2 years from the date the charter is filed, unless prior to that date, it is renewed in accordance with section 14 of the FACA. The ACWI will not meet or take any action without a valid current charter.
12. **Membership and Designation:** The ACWI will have a maximum of 35 members. Members will represent the interests of water oriented organizations, including Federal, State, and other government agencies, professional and technical societies, the academic community, and the private sector. These members will be selected from among, but not limited to, the following groups:
 - Federal Agencies
 - Professional water-related associations
 - State and county water related associations
 - Tribes
 - Academia
 - Private industry
 - Water utility associations
 - Civil engineering societies
 - Watershed and land conservation associations
 - Ecological societies
 - Lake, coastal, and ocean associations
 - Environmental and educational groups

The Assistant Secretary for Water and Science or designee will chair the ACWI. The Alternate Chair will be the Associate Director for Water of the USGS.

ACWI Members and their alternates will be appointed on a staggered term basis by the Secretary for a term not to exceed 4 years. Members are expected to participate in ACWI meetings and activities. All members serve at the pleasure of the Secretary.

Members and their alternates may be appointed as non-Federal Representatives, special Government employees (SGEs), or Federal members.

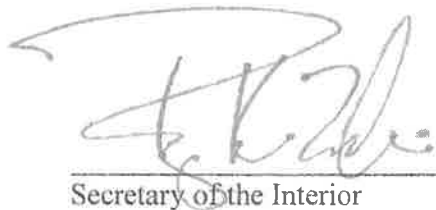
Members of the ACWI serve without compensation. However, while away from their homes or regular places of business, non-Federal members engaged in ACWI or subcommittee business approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons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

- 13. Ethics Responsibilities of Members:** No ACWI or subcommittee member will participate in any ACWI 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.

The Department will provide materials to members appointed as SGEs explaining their ethical obligations. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the ACWI'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. SGEs are required to complete annual ethics training and file a confidential financial disclosure form.

- 14. Subcommittees:** Subject to the DFO's approval, subcommittees can 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 ACWI 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 ACWI, and formally and informally established subcommittees of the ACWI, shall be handled in accordance with General Records 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

JUN 29 2018

Date

JUL 02 2018

Date Filed