

U.S. DEPARTMENT OF ENERGY

ENERGY EFFICIENCY AND RENEWABLE ENERGY
ADVISORY COMMITTEE

Advisory Committee Charter

1. **Committee's Official Designation.** Energy Efficiency and Renewable Energy Advisory Committee (ERAC).
2. **Authority.** This charter establishes the Committee under the authority of the U.S. Department of Energy. The Energy Efficiency and Renewable Energy Advisory Committee is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2.
3. **Objectives and Scope of Activities.** The activities of the Committee include:
 - Periodic reviews of the diverse elements of the Office of Energy Efficiency and Renewable Energy's (EERE) research, development, demonstration, and deployment portfolio including energy efficiency programs (e.g., buildings, industrial, vehicles, etc.), renewable energy programs (e.g., solar, wind, biomass, etc.), and crosscutting activities (e.g., analysis, policy and deployment, work force development).
 - Advice on competing long-range plans, priorities, and strategies to support EERE's mission.
 - Advice on appropriate levels of funding to develop those plans, priorities and strategies, to help maintain an appropriate balance between competing elements of the EERE programs.
 - Advice on specific issues of concern to DOE as requested by the Secretary of Energy or the Assistant Secretary for EERE.
4. **Description of Duties.** The duties of the Committee are solely advisory in nature.
5. **Official(s) to Whom the Committee Reports.** The Committee will report to the Secretary of Energy.
6. **Agency Responsible for Providing the Necessary Support.** DOE will be responsible for financial and administrative support. Within DOE, this support will be provided by the Office of Energy Efficiency and Renewable Energy.
7. **Estimated Annual Operating Costs and Person Years.** The estimated annual cost associated with supporting the Committee is approximately \$275,000, including one-half staff per year.

8. **Designated Federal Officer (DFO).** A full-time or permanent part-time employee of DOE will be appointed as the DFO (designee) in accordance with agency procedures as the DFO (designee). The DFO or designee will approve or call all of the advisory committee's and subcommittees' meetings and prepare and approve all meeting agendas, attend all committee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.
9. **Estimated Number and Frequency of Meetings.** The Committee will meet periodically, approximately two times a year.
10. **Duration.** In view of the purposes of the Committee, it is expected to function on a continuing basis; however, it is subject to renewal every two years.
11. **Termination** (if less than 2-years from date of establishment or renewal). Continuing.
12. **Membership and Designation.** The Committee will be comprised of approximately 20 committee members who will be appointed by the Secretary of Energy. Members shall be experts in their respective fields, appointed as special Government employees, or serve in a representative capacity of entities including domestic industry, academia, utilities, State and/or local governments, professional societies, non-governmental organizations, Federal laboratories, previous advisory panels, transportation, construction, agriculture, finance, venture capital and other appropriate organizations based on the Department's assessment of the needs of the committee. Employees of other Federal agencies may serve as *ex officio* members. Committee members will serve for a term of three years or less and may be reappointed for successive terms, with no more than two successive terms. Appointments may be made in a manner that allows the terms of the members serving at any time to expire at spaced intervals so as to ensure continuity in the functioning of the committee.

The Chair and Vice Chair of the Committee will be appointed by the Assistant Secretary for Energy Efficiency and Renewable Energy from among the Committee members.

Members of the Committee will serve without compensation. The Department of Energy will reimburse authorized travel and per diem expenses in accordance with Federal Travel Regulations.
13. **Subcommittees.** To facilitate the functioning of the Committee, subcommittees may be formed with DOE approval. The objectives of the Subcommittees are to make recommendations to the parent Committee with respect to particular matters related to the responsibilities of the parent Committee. Such Subcommittees or workgroups may not work independently of the chartered Committee and must report their recommendations and advice to the full Committee for full deliberations and discussion.
14. **Recordkeeping.** The records of the Committee shall be handled in accordance with

General Records Schedule 26, item 2, and DOE Administrative Records, Schedule 16, Item 8b (1.1), and approved agency records disposition schedule. These records shall be available for public inspections and copying, subject to the Freedom of Information Act, 5.U.S.C. 552.

15. Filing Date.

Date filed with Congress: NOV - 1 2010

Carol A. Matthews

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Committee Management Officer