

Office of Science Advisory Committee
U.S. Department of Energy

Advisory Committee Charter

1. **Advisory Committee's Official Designation.** Office of Science Advisory Committee (SCAC or Committee).
2. **Authority.** The SCAC charter is established under the authority of the U.S. Department of Energy (DOE). The Committee is being established in accordance with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Ch. 10.
3. **Objectives and Scope of Activities.** The Committee provides advice and recommendations to the Director of the DOE Office of Science (SC) concerning SC programs.
4. **Description of Duties.** The duties of the Committee are solely advisory in nature.

The committee will:

- Provide periodic, independent reviews of the DOE SC funded program elements and provide recommendations based on those assessments for more effective mission execution and mission readiness.
 - Engage and evaluate input from stakeholder communities, as appropriate, in reviews and assessments.
 - Provide advice on plans, priorities and strategies for SC, its program elements, and the appropriate balance among those elements.
 - Provide advice on national policy and scientific issues related to SC and its programmatic elements, as requested by the Secretary of Energy, the Under Secretary for Science or the Director of the Office of Science.
5. **Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations.** The Committee will report to the Director of the Office of Science.
 6. **Support.** Support shall be provided by the Office of Science.
 7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual cost associated with supporting the Committee and associated subcommittees is approximately \$400,000 and one full-time equivalent (FTE).
 8. **Designated Federal Officer (DFO).** A DOE employee, appointed in accordance with agency procedures, will serve as the DFO. The DFO will:

- A. Ensure their advisory committee activities comply with the Act, FACA Final Rule, their agency administrative procedures, and any other applicable laws and regulations;
- B. Approve or call all meetings of the advisory committee or subcommittee;
- C. Approve the agenda, except that this requirement does not apply to a Presidential advisory committee;
- D. Attend all advisory committee and subcommittee meetings for their duration;
- E. Fulfill the requirements under § 10(b) of the Act (codified at 5 U.S.C. 1009(b));
- F. Adjourn any meeting when the DFO determines it to be in the public interest;
- G. Chair any meeting when so directed by the agency head;
- H. Maintain information on advisory committee activities and provide such information to the public, as applicable; and
- I. Ensure advisory committee members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the Act and FACA Final Rule.

9. Estimated Number and Frequency of Meetings. The Committee will meet approximately three times a year.

10. Duration. The Committee is continuing in nature.

11. Termination. The Committee terminates two years after the charter filing date and may not meet if the Charter is not renewed biennially.

12. Membership and Designation. The Committee will be comprised of approximately 20 members, who will be appointed by the Under Secretary for Science (or designee). Members shall be experts in their respective fields and appointed as special Government employees, regular Government employees, or representatives of entities including, but not limited to, research facilities and academic institutions, should the Committee's tasks require such representation. The Chair and Vice Chair of the Committee will be appointed by the Under Secretary for Science (or designee) from among the Committee members.

Vacancies that occur before the expiration of a member's term are typically left unfilled until the next nomination package is prepared. SCAC members are typically appointed for a one-, two- or three-year term.

Members of the Committee will serve without compensation. However, each member may be reimbursed in accordance with the Federal travel regulations for authorized travel and per diem expenses incurred while attending Committee meetings.

- 13. Subcommittee(s).** 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 full Committee with respect to a particular matter related to the responsibilities of the full 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 deliberation and discussion. Subcommittees and workgroups have no authority to make decisions on behalf of the chartered Committee, nor can they report directly to the DOE.
- 14. Recordkeeping.** The records of the Committee shall be handled in accordance with General Records Schedule 6.2, and Administrative Records Schedule 16, Item 8b (1.1), and 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.

- 15. Filing Date,**
Date filed with Congress: September 24, 2025

David Borak

David Borak
Committee Management Officer