

Membership Balance Plan

ENVIRONMENTAL PROTECTION AGENCY (EPA)

1. FEDERAL ADVISORY COMMITTEE NAME

State the legal name of the FAC

National Advisory Council for Environmental Policy and Technology (NACEPT or Council)

2. AUTHORITY

Identify the authority for establishing the FAC

Agency Authority

3. MISSION/FUNCTION

Describe the mission/function of the FAC

NACEPT's scope involves advising the EPA Administrator on a broad range of crosscutting issues associated with EPA's environmental management on matters relating to activities and functions under federal environmental statutes, executive orders, regulations, and policies. NACEPT advises on ways to improve the development and implementation of domestic and international environmental management policies, programs, and technologies. The major objectives are to provide independent advice and recommendations on:

- (a) Identifying approaches to improve the development and implementation of domestic and international environmental management policies and programs;
- (b) Developing guidance on how EPA can most efficiently and effectively implement innovative approaches throughout the Agency and its programs;
- (c) Identifying approaches to enhance information and technology planning;
- (d) Fostering improved approaches to environmental management in the fields of economics, business operations, and emerging technologies;
- (e) Increasing communication and understanding among all levels of government, business, non-governmental organizations, academia, and tribal governments/communities, with the goal of increasing non-federal resources and improving the effectiveness of federal and non-federal resources directed at solving environmental problems; and
- (f) Evaluating statutes, executive orders and regulations, as well as reviewing and assessing progress in their implementation.

4. POINTS OF VIEW

Based on understanding the purpose of the FAC,

- (a) describe the process that will be used to ensure the committee is balanced, and identify the categories*
- (b) consider identifying an anticipated relative distribution of candidates across the categories; and*
- (c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members*

The NACEPT Council will be composed of approximately twenty-five (25) to thirty (30) members who will generally serve as Representative members of non-federal interests. If needed, members may be appointed to serve as Regular Government Employees (RGEs) or Special Government Employees (SGEs). Representative members are selected to represent the points of view held by organizations, associations, or classes of individuals. In selecting members, EPA will consider candidates from federal, state, local and tribal governments, the legal communities, business and industry, professional associations, environmental advocacy groups, national and local environmental non-profit groups, including public interest groups, and academic institutions.

5. OTHER BALANCE FACTORS

List any other factors EPA identifies as important in achieving a balanced FAC

Diverse backgrounds, perspectives, and geographical locations that reflect the diversity of the Agency's constituencies are also considered.

6. CANDIDATE IDENTIFICATION PROCESS

Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance.

The summary should:

- (a) describe the process*
- (b) identify EPA key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by EPA*
- (d) state the membership term limit of FAC members, if applicable*

Prior to the expiration of committee members' terms, the Designated Federal Officer (DFO) meets with EPA's Federal Advisory Committee Management Division to discuss the outreach plan, establish a timeline, and other issues concerning the membership package. After approval of the outreach plan the DFO conducts outreach for new members in accordance with the plan.

The DFO solicits candidate names through a Federal Register notice and from individuals who are actively engaged in federal, state, local and tribal governments, legal communities, business and industry, professional associations, environmental advocacy groups, national and local environmental non-profit groups, including public interest groups, and academic institutions.

After a review of the pool of nominees, a determination is made to consider whether additional outreach is needed. The DFO develops a draft grid of nominees, including at least one additional candidate for each point of view for the function the committee is to perform.

A balance review of the proposed membership is then conducted by FACMD and the Office of General Counsel. Different levels of EPA managers then review the draft package for questions or comments before the final package is prepared.

Formal letters of invitation to serve on the NACEPT will be extended by the EPA Administrator or Deputy Administrator. This cycle will be repeated for any occurring vacancies. NACEPT members are usually appointed for a two-year term. Generally, members may serve a total of 6 years.

7. SUBCOMMITTEE BALANCE

Subcommittees subject to FACA should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

**This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

EPA plans to follow the process that is used to determine advisory committee member balance for the parent (Tier 1) Federal advisory committee for any Tier 2 subcommittee(s) that may be created.

8. OTHER

Provide any additional information that supports the balance of the FAC

Not applicable.

9. DATE PREPARED/UPDATED

April 4, 2018