

# **United States Department of Energy**



## **Geospatial Science Program Management Office**

Revised Charter

September 30, 2019

## **PURPOSE**

This Charter revises the Department of Energy's (DOE) Geospatial Science Program Management Office (GS-PMO) Charter, dated October 26, 2005. Revision of this Charter will assist the GS-PMO in managing compliance with the Geospatial Data Act of 2018 (GDA). GDA compliance is evaluated by the Federal Geographic Data Committee (FGDC) and this Charter documents Departmental roles and responsibilities for interacting with the FGDC.

## **AUTHORITY**

The GS-PMO is updated in this revision under the direction of the Senior Agency Official for Geospatial Information (SAOGI), which resides in the Office of the Chief Information Officer (OCIO). The SAOGI represents the Department as the Steering Committee Member to the FGDC, and is accountable for compliance along with the Geospatial Information Officer (GIO) with the GDA. The original GS-PMO charter (2005) established leadership authority through the Offices of Environmental Management, National Nuclear Security Administration, and Science; with technical, operational, and administrative support provided by the OCIO. Since that time, the extensive use of geospatial information across the Department warrants broader representation and inclusion of other offices within the Office of Energy, Office of Science, National Nuclear Security Administration, and pertinent support offices. The Departmental requirements of the GDA and the Department-wide use of geospatial information warrant the revision of an updated GS-PMO.

## **GOVERNANCE**

The GS-PMO will provide the governance structure, strategic direction, mission alignment, and communication for the geospatial science and technology implementations within the Department. In addition, the GS-PMO will provide the following:

- Technical, operational, and administrative support;
- External coordination to further support the Department's geospatial science and technology requirements; and
- Establish a GIO position to coordinate and support the activities of the GS-PMO.

The GS-PMO will be co-chaired by the Office of Legacy Management; and member Program Offices will designate one (1) voting representative and alternate. The GS-PMO will communicate with coordinating bodies, on an as needed basis, to further the objectives of the Geospatial Science Program across the complex. The GS-PMO will make amendments to the Charter and its addendum based upon a majority determination of its voting members (see below).

## **MEMBERSHIP**

The GS-PMO will include the following members:

- Office of the Under Secretary of Energy (S3)
- Office of the Under Secretary of Science (S4)
- Office of the Under Secretary for Nuclear Security and National Nuclear Security Administration (S5)
- Energy Information Administration (EIA)
- Office of Environmental Management (EM)
- Geospatial Science Steering Committee (GSSC)

## **NEW MEMBER ROLES AND RESPONSIBILITIES**

Senior Agency Official for Geospatial Information (SAOGI):

- Oversee, coordinate, and facilitate the Department's implementation of geospatial-related policies, directives, requirements, and activities;
- Serve as a representative on the FGDC Steering Committee;
- Oversee coordination of geospatial information activities;
- Appoint Departmental representative(s) to serve on the FGDC Coordination Group;
- Appoint representatives to FGDC subcommittees and/or working groups;
- Keep abreast of its agency's geospatial investments;
- Serve as a champion for the use, value, and benefits of geospatial information; and
- Collaborate with the CIO to implement geospatial information initiatives.

#### Geospatial Information Officer (GIO):

- Serve as the principal advisor to the SAOGI, and other top agency and Departmental Element officials on cross-cutting program matters related to all aspects of geospatial policy, programs, and technology;
- Keep abreast of developments in legislation and policy concerning geospatial issues and communicate developments to top-level management as appropriate;
- Implement a communications plan for GIS Data Calls;
- Provide situational leadership and responsibility to attend the Enterprise Architecture Governance Board (EAGB) meetings for linked geospatial responsibilities, and activities; and
- Provide leadership in the development, implementation, and management of a geospatial planning and reporting capability, supported within the Department, to improve business performance of geospatial activities, ascertain and prioritize geospatial business and management needs, and reduce the need for data calls.

#### GS-PMO members support the objectives by:

- Attend and participate in GS-PMO meetings and present their office's perspective;
- Ensure GS-PMO actions and activities are communicated to the SAOGI and other appropriate entities within their respective agencies;
- Work with the SAOGI and agency management to dedicate the appropriate time, staff, and resources to achieve agency missions, goals, and objectives; and
- Lead and staff FGDC subcommittees, working groups, and ad hoc teams as needed.

#### FREQUENCY OF MEETINGS

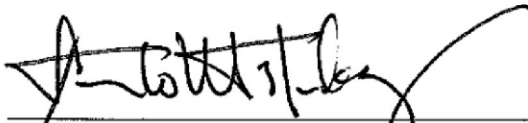
The GS-PMO will meet monthly or as required by the SAOGI; and the GS-PMO will provide an Executive Debrief semi-annually.

#### EFFECTIVE DATE

This revised Charter is effective September 30, 2019.



Pamela K. Isom, Senior Agency Official for  
Geospatial Information



Carmelo Melendez, Director of Legacy  
Management