

**Secretary of Energy Advisory Board
U.S. Department of Energy**

Advisory Committee Charter

- 1. Advisory Committee's Official Designation.** Secretary of Energy Advisory Board (SEAB).
- 2. Authority.** The SEAB charter is established under the authority of the U.S. Department of Energy (DOE). The Committee is being renewed 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 will provide advice and recommendations to the Secretary of Energy on the Administration's energy policies; the Department's basic and applied research and development activities, economic and national security policy, and on any other activities and operations of the Department of Energy, as the Secretary may direct.
- 4. Description of Duties.** The SEAB provides advice and recommendations to the Secretary of Energy on policy matters relating to overall activities and operations of the Department of Energy.
- 5. Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations.** The Committee reports to the Secretary of Energy.
- 6. Support.** Support shall be provided by the Office of Secretarial Boards & Councils.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual cost associated with supporting the SEAB and associated subcommittees is approximately \$375,000 and one full-time equivalent (FTE). This includes:
 - a) One FTE Federal personnel at an annual estimated cost of \$250,000 and approximately \$100,000 in other Federal internal costs, which include Federal travel, meeting and administrative expenses, and contractor costs;
 - b) \$0 in proposed payments to approximately 20 members; and
 - c) Approximately \$25,000 in reimbursable costs, including member travel.
- 8. Designated Federal Officer (DFO).** A DOE employee, appointed in accordance with agency procedures, will serve as the DFO. The DFO (or designee) will approve or call all of the advisory committee and subcommittee meetings, prepare and approve all meeting agendas, attend all committee and subcommittee 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 four times a year. In addition, subcommittees will meet as needed to support specific charges.
- 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 Secretary. 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, basic sciences, research and development, energy resources and conservation, energy policy, national security issues, economics, education, and business and public interest concerns.

Appointments may be made for up to two years. Members may be appointed for additional terms. Board members will be appointed by the Secretary of Energy. Members serve at the discretion of the Secretary.

The Secretary of Energy will appoint the Chair and may appoint a Co-Chair or Vice-chair of the Board. The Chair and Co-Chair (or Vice Chair) will serve a two-year term and may be reappointed for an additional 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: August 25, 2026

David Borak

David Borak
Committee Management Officer