

**UNCONVENTIONAL RESOURCES TECHNOLOGY
ADVISORY COMMITTEE
U.S. DEPARTMENT OF ENERGY**

Advisory Committee Charter

- 1. Committee's Official Designation.** Unconventional Resources Technical Advisory Committee (URTAC).
- 2. Authority.** This charter establishes the Unconventional Resources Technical Advisory Committee (URTAC) pursuant to Section 999 of the Energy Policy Act of 2005, Public Law 109-58. The URTAC is being renewed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2. This charter establishes the Committee under the authority of the U.S. Department of Energy (DOE).
- 3. Objectives and Scope of Activities.** The activities of the Committee include:
 - Advice on the development and implementation of programs under Section 999 of the Energy Policy Act of 2005, No. 109-58, related to unconventional natural gas and other petroleum resources.
 - Provide, to the Secretary of Energy, written comments regarding the draft annual plan that is required by Section 999B(e) of the Energy Policy Act of 2005.
 - A prohibition that the Committee will not make recommendations on funding awards to particular consortia or other entities, or for specific projects.
- 4. Description of Duties.** The duties of the Committee are solely advisory.
- 5. Official to Whom the Committee Reports.** The Committee will report to the Secretary of Energy through the Assistant Secretary for Fossil Energy or his/her designee.
- 6. Agency Responsible for Providing Necessary Support.** The DOE. Within the Department, primary support shall be furnished by the Office of Fossil Energy.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual costs associated with support the Committee is approximately \$100,000; one-quarter person-year.
- 8. Designated Federal Officer (DFO).** A full-time or permanent part-time DOE employee, appointed in accordance with agency procedures, will serve as the DFO (designee). The DFO or designee will approve or call all of the advisory committee's and subcommittee's 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. The DFO will be the Deputy Assistant Secretary for Oil and Natural Gas, Office of Fossil Energy.
- 9. Estimated Number and Frequency of Meetings.** The Committee will meet approximately two to four times per year.
- 10. Duration.** The Committee is required to continue through September 30, 2014, which is the sunset date of Section 999F of the Energy Policy Act of 2005.

11. Termination (if less than 2-years from date of establishment or renewal). Not Applicable.

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 field and appointed as special Government employees or as representatives of entities as stipulated in Section 999D(b)(2) of the Energy Policy Act of 2005, including, but not limited to:

1.) a majority of members who are employees or representatives of independent producers of natural gas and other petroleum, including small producers;

2.) individuals with extensive research experience or operational knowledge of unconventional natural gas and other petroleum resource exploration and production;

3.) individuals broadly representative of the affected interests in unconventional natural gas and other petroleum resource exploration and production, including interests in environmental protection and safe operations; and

4.) individuals with expertise in the various geographic areas of potential supply of unconventional onshore natural gas and other petroleum in the United States;

No individuals who are Federal employees; and no individuals who are board members, officers, or employees of the program consortium may be appointed to serve as committee members.

The Chair and Vice Chair of the Committee will be appointed by the Secretary from among the Committee members.

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

13. Subcommittees. To facilitate the functioning of the Committee, subcommittees may be formed in consultation with the Designated Federal Officer. The objectives of subcommittees are to gather data, conduct analyses, and develop draft recommendations for consideration by the parent committee with respect to particular matters related to the responsibilities of the parent committee. Such committees or workgroups may not work independently of the chartered committee and must report their recommendations and advice to the full committee for full deliberation and discussion. In consultation with the DFO, a subcommittee may consult with experts who are not members of the Committee.

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 inspection and copying, subject to the Freedom of Information Act, 5. U.S.C. 552.

15. Filing Date.

Date filed with Congress: July 28, 2010

signed

Carol A. Matthews
Committee Management Officer