

U.S. Department of Commerce
National Institute of Standards and Technology

CHARTER

NIST Blue Ribbon Commission on Management and Safety – II

Committee’s Official Designation (Title): NIST Blue Ribbon Commission on Management and Safety – II.

Authority: In accordance with the duties imposed by law upon the Department of Commerce and the Federal Advisory Committee Act (5 U.S.C., App.), the Secretary of Commerce hereby charters the NIST Blue Ribbon Commission on Management and Safety - II.

Objectives and Scope of Activities: The NIST Blue Ribbon Commission on Management and Safety – II will assess NIST’s progress in addressing the findings of the first NIST Blue Ribbon Commission and identify additional opportunities to strengthen management and safety at NIST. In particular, the Commission will assess NIST’s progress in: (a) Making safety a core value at NIST; (b) Integrating safety with the conduct of operations in a meaningful way across organizational units; (c) Benchmarking safety protocols and performance against similar organizations with strong safety cultures; (d) Addressing a serious lack of resources for safety; and (e) Engaging a staff that is eager, willing, and ready to embrace a safety culture. The Commission will submit one or more written reports on its findings.

Description of Duties: The Commission will function solely as an advisory body, in accordance with the provisions of the Federal Advisory Committee Act.

Agency or Official to Whom the Commission Reports: The Commission shall report to the Director of NIST.

Support: The NIST Director’s Office shall provide staff support for the Commission.

Estimated Annual Operating Costs and Staff Years: Aggregate operating costs for the Commission are anticipated to be less than \$100,000, which includes .25 staff years of support.

Designated Federal Officer: The Designated Federal Officer will be the NIST Chief of Staff. The DFO will: (a) approve or call all Commission meetings; (b) prepare and approve all meeting agendas; (c) attend all Commission meetings; (d) adjourn any Commission meeting when the DFO determines adjournment to be in the public interest; and (e) chair Commission meetings when directed to do so by the Director of NIST.

Estimated Number and Frequency of Meetings: It is estimated that the Commission will convene approximately three times over a 90 day period.

Duration: It is anticipated that the Commission will carry out its activities over the period of one year. While it is anticipated that the meetings of the Commission will be held over a period of 90 days, additional time will be required to prepare and submit reports, and to allow for follow-on requirements from NIST.

Termination: This charter shall terminate one year from the date of the filing of this charter with the appropriate U.S. Senate and House of Representative Oversight Committees, unless earlier terminated or renewed by proper authority.

Membership and Designation: The Director shall appoint the members of the Commission. The Commission will have up to eight members. Each member will be either a member of the first Blue Ribbon Commission or a current member of the NIST Visiting Committee on Advanced Technology. Each member will be a qualified expert with public or private sector experience in one or more of the following areas: (a) Management and organizational structure; (b) Training and human resources operations; (c) Laboratory management and safety; (d) Hazardous materials safety; (e) Emergency medical response; (f) Environmental safety; (g) Environmental remediation; and (h) Security for hazardous materials.

Each member will serve for the duration of the Commission. Members shall serve as Special Government Employees (SGEs) and will be subject to the ethics standards applicable to SGEs. Members will not be compensated, but will, upon request, be allowed travel expenses in accordance with 5 U.S.C. 5701 et seq., while attending meetings of the Commission or of its subcommittees, task forces or working groups, or while otherwise performing duties at the request of the chairperson, while away from their homes or a regular place of business.

The Commission will be led by a Chair and, in the absence of the Chair, a Vice Chair, each appointed by the NIST Director for the duration of the Commission.

Subcommittees: The NIST Director may establish subcommittees, task forces, and working groups, consisting of Commission members, as the NIST Director may deem necessary, subject to the provisions of the Federal Advisory Committee Act and the Department of Commerce Committee Management Handbook.

Recordkeeping: The records of the Commission, formally and informally established subcommittees, or other task forces or working groups of the Commission, shall be handled in accordance with General Records Schedule 26, Item 2, or other approved agency records disposition schedules. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552. The DFO will oversee recordkeeping and appropriate filings.

Filing Date: