

UNITED STATES DEPARTMENT OF THE INTERIOR

UNITED STATES DEPARTMENT OF AGRICULTURE

**WILDLAND FIRE EXECUTIVE COUNCIL
CHARTER**

1. **Committee's Official Designation.** The Committee's official designation is the Wildland Fire Executive Council (WFEC).
2. **Authority.** The WFEC is a discretionary advisory committee established under the authorities of the Secretary of the Interior and Secretary of Agriculture, in furtherance of 43 U.S.C. 1457 and provisions of the Fish and Wildlife Act of 1956 (16 U.S.C. 742a-742j), the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1701 *et. seq.*), the National Wildlife Refuge System Improvement Act of 1997 (16 U.S.C. 668dd-668ee), and the National Forest Management Act of 1976 (16 U.S.C. 1600 *et. seq.*). The WFEC is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2.
3. **Objective and Scope of Activities.** The WFEC provides advice on the coordinated national level wildland fire policy leadership, direction, and program oversight in support to the Wildland Fire Leadership Council.
4. **Description of Duties.** The duties of the WFEC are solely advisory, and include:
 - Providing coordinating recommendations and advice to the Wildland Fire Leadership Council;
 - Facilitating development and implementation of a National Cohesive Wildland Fire Management Strategy;
 - Providing advice on wildland fire policy and program direction to the National Wildfire Coordinating Group;
5. **Agency or Official to Whom the Committee Reports.** The WFEC reports to the Secretary of the Interior and the Secretary of Agriculture through the Wildland Fire Leadership Council, which is comprised of, in part, the Assistant Secretary for Policy, Management and Budget and the Directors of National Park Service, the U.S. Fish and Wildlife Service, the Bureau of Land Management, the Bureau of Indian Affairs, and the U.S. Geological Survey for the Department of the Interior, and for the Department of Agriculture, the Under Secretary for Natural Resources and Environment, the Deputy Under Secretary for Natural Resources and Environment, and the Chief of the Forest Service.
6. **Support.** The Department of the Interior's Office of Wildland Fire Coordination will provide support for the WFEC.

7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the WFEC's activities are estimated to be \$95,000, including all direct and indirect expenses and .25 staff years.
8. **Designated Federal Officer.** The Designated Federal Officer (DFO) is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all WFEC and subcommittee's meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretaries.
9. **Estimated Number and Frequency of Meetings.** The WFEC will meet approximately 6-12 times a year, and at such other times as designated by the DFO.
10. **Duration.** Continuing.
11. **Termination.** The WFEC is subject to biennial renewal and will terminate 2 years from the date the Charter is filed, unless, prior to that date, the Charter is renewed in accordance with Section 14 of the FACA. The WFEC will not meet or take any action without a valid current charter.
12. **Membership and Designation.** Members of the WFEC shall be composed of representatives from the Federal Government, and from among, but not limited to, the following interest groups.
 - Director, Department of the Interior, Office of Wildland Fire Coordination (DOI OWFC)
 - Director, United States Department of Agriculture, Forest Service, Fire and Aviation Management (USDA FS FAM)
 - Assistant Administrator, U.S. Fire Administration (USFA)
 - Representative, National Wildfire Coordinating Group (NWCG)
 - Representative, National Association of State Foresters (NASF)
 - Representative, International Association of Fire Chiefs (IAFC)
 - Representative, Intertribal Timber Council (ITC)
 - Representative, National Association of Counties (NACO)
 - Representative, National League of Cities (NLC)
 - Representative, National Governors' Association (NGA)

Members serve at the discretion of the Secretary and are appointed on a staggered term basis for terms not to exceed 3 years. A vacancy on the WFEC is filled in the same manner in which the original appointment was made.

Members of the WFEC and its subcommittee members serve without compensation. However, while away from their homes or regular places of business, WFEC and subcommittee members engaged in WFEC, or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under Section 5703 of Title 5 of the United States Code.

13. **Ethics Responsibilities of Members.** No WFEC or subcommittee members shall participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purpose of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full WFEC for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Council Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** The records of the WFEC, and formally and informally established subcommittees of the WFEC, shall be handled in accordance with General Records Schedule 26, Item 2 or other 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.



Secretary of the Interior

FEB 03 2011

Date Signed



Secretary of Agriculture

2-7-11

Date Signed

Date Filed