

General Services Administration
Green Building Advisory Committee Charter

- 1. Committee's Official Designation.** Green Building Advisory Committee (GBAC).
- 2. Authority.** This charter establishes the Green Building Advisory Committee (the Committee) under the authority of the Energy Independence and Security Act of 2007 (EISA), Section 494, Public Law 110-140. This committee is established in accordance with and operates under the provisions of the Federal Advisory Committee Act (FACA), as amended, Title 5 U.S.C. Appendix.
- 3. Objectives and Scope of Activities.** The Green Building Advisory Committee shall provide advice as specified in Public Law 110-140, to the Administrator of the General Services Administration (the Administrator) to accelerate the successful transformation of the Federal building portfolio to sustainable technologies and practices.
- 4. Description of Duties.** The duties of the Green Building Advisory Committee are solely advisory in nature and shall include various sections detailed in Public Law 110-140 including, but not limited to, Sections 436-437, 492. The Committee will provide advice and expertise for use by the Federal Director (Sec. 494 (d)) regarding how the Office of Federal High-Performance Green Buildings (OFHPGB) can most effectively accomplish its mission; review the strategic plans and activities of the OFHPGB, and review the products and activities of OFHPGB, in addition to the following:
 - a. **Recommendations:** Every five years, the Green Building Advisory Committee will recommend improved or higher green building rating standards to be reviewed by the OFHPGB for use by the Federal government (Sec. 436) and;
 - b. **Consultation:** The OFHPGB will consult with the Green Building Advisory Committee on activities conducted by the OFHPGB (Secs. 436 and 437) that may include:
 - 1) Budget and life cycle costing;
 - 2) Advising the Office of Management and Budget on federal government sustainability, efficiency reports and scorecards (Sec. 437(c)); and
 - 3) Identifying, reviewing, and analyzing current budget and contracting practices that affect achievement of high-performance green buildings:
 - Developing guidance and training sessions for budget specialists and contracting personnel to apply life-cycle cost criteria to actual projects;
 - Identifying tools to aid life-cycle cost decision making; and
 - Exploring the feasibility of incorporating benefits of high-performance green buildings into cost-budget analysis to aid in life-cycle costing.

- 4) **Research and development plans and activities:** OFHPGB and the Department of Energy (Sec. 492) will coordinate with the Green Building Advisory Committee in:
- Surveying existing research and studies relating to high-performance green buildings;
 - Coordinating activities of common interest;
 - Developing and recommending a high-performance green building research plan that:
 - Identifies information and research needs relating to the health, comfort, productivity, and performance of building occupants;
 - Promotes the development and dissemination of high-performance green building measurement tools; and
 - Identifies and tests new and emerging technologies for high-performance green buildings.
 - Studying and identifying potential benefits of green buildings relating to security, natural disaster, and emergency needs of the Federal government; and supporting other research initiatives determined by OFHPGB and the Department of Energy.
- 5) **Indoor Air Quality:** The Green Building Advisory Committee will provide consultation to the OFHPGB on the development of comprehensive indoor air quality program for all Federal facilities (Sec. 492 (b)).

5. **Agency or Official to Whom the Committee Reports.** The Green Building Advisory Committee reports to the Administrator.
6. **Support.** Support for the Green Building Advisory Committee will be provided by the OFHPGB.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual fiscal year costs to operate the GBAC are approximately \$100,000. The estimated full-time equivalent staff years are 0.40.
8. **Designated Federal Officer.** General Services Administration (GSA) will designate a permanent full-time or part-time Federal staff member of the OFHPGB to serve as the Designated Federal Officer (DFO), as well as an alternate DFO. The DFO will schedule all meetings of the Green Building Advisory Committee and its subcommittees, prepare and approve all meeting agendas, attend all committee and subcommittee 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 Administrator.

9. Estimated Number and Frequency of Meetings. The Green Building Advisory Committee will meet approximately twice a year.

10. Duration. The need for the Green Building Advisory Committee is expected to be continuing.

11. Termination. The FACA requirement to set a termination date is not applicable to the Green Building Advisory Committee in accordance with the FACA Section 14 exemption provided in EISA Sec. 494(e). However, GSA will assess the need for this advisory committee annually.

12. Membership and Designation. The Green Buildings Advisory Committee will consist of Federal and non-Federal members as outlined below. All members will be appointed by the Administrator, and the Administrator will appoint the chair from among the members.

a. At a minimum, the following Federal agencies will be represented (Sec. 421(e)), along with GSA:

- 1) Environmental Protection Agency (EPA);
- 2) Office of the Federal Environmental Executive (OFEE);
- 3) Office of Management and Budget's (OMB's) Office of Federal Procurement Policy (OFPP);
- 4) Department of Energy (DOE);
- 5) Department of Health and Human Services (HHS);
- 6) Department of Housing and Urban Development (HUD);
- 7) Department of Defense (DOD);
- 8) Department of Transportation (DOT);
- 9) National Institute of Standards and Technology (NIST);
- 10) Office of Science and Technology Policy (OSTP);
- 11) Department of Veterans Affairs (VA).

b. Other relevant non-federal entities will be appointed, not to exceed 15 members, including at least 1 representative (Sec. 494 (b)(2)) from each of the following entities:

- 1) State and local governmental green building programs;
- 2) Independent green building associations or councils;
- 3) Building experts, including architects, material suppliers, and construction contractors;
- 4) Security advisors focusing on national security needs, natural disasters, and other dire emergency situations;
- 5) Public transportation industry experts; and
- 6) Environmental health experts, including those with experience in children's health.

- c. Green Building Advisory Committee members will be designated as Regular Government Employees (RGEs), Representative members, or Special Government Employees (SGEs), as appropriate.

13. Subcommittees. GSA may establish subcommittees, task forces, or working groups for any purpose consistent with this charter. All subcommittee members shall be appointed by and serve at the pleasure of the Administrator. In the event the subcommittee or the Green Building Advisory Committee terminates, all appointments to the subcommittee shall terminate.

Subcommittees may not work independently of the Green Building Advisory Committee and must present their work to the Committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the Green Building Advisory Committee and may not report directly to the Federal Government or any other entity. All subcommittees are subject to all requirements of FACA, including, but not limited to, open meetings, advance public notice, minutes and recordkeeping.

14. Recordkeeping. The records of the committee, or subgroups of the committee, shall be handled in accordance with General Records Schedule 26, Item 2 and 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.

15. Filing Date: 08/18/2011