



**INTEGRATED COASTAL AND OCEAN OBSERVING SYSTEM (ICOOS)  
ACT OF 2009  
IMPLEMENTATION PLAN**

**ACTIVITY:** “The Administrator shall establish or designate a System advisory committee, which shall provide advice as may be requested by the Administrator or the Interagency Ocean Observing Committee.”

**ICOOS ACT REFERENCE:** §12304(d)

**PLAN:**

- **Objectives/Milestones:**
  1. Define IOOS Program interests and draft steps to take to carry out this action on behalf of the NOAA Administrator.
  
- **Execution Plan:**
  - a. Define IOOS program interests by meeting with IOOS leadership.
    - i. Determine level of committee membership.
    - ii. Determine range of committee representation.
    - iii. Develop list of potential committee members.
    - iv. Develop method to approach and approve committee members.
  - b. Determine DOC process and guidelines for establishing a FACA.
    - i. Interview HSRP, MPA, SAB Executive Secretaries.
    - ii. Consult with GSA Committee Management Secretariat.
  - c. Define external partner interests for committee
    - i. Work with IOOC to get their input.
    - ii. Vet IOOS program interests with IOOC.
  - d. Approach NOAA Administrator (staff) with offer to carry out this action.
  - e. Organize an IOOS-IOOC review panel to make nominee recommendations to the NOAA Administrator.

**Dependent Activities:** The NOAA Administrator requests IOOS carry out this action (completed). The NOAA Administrator approves nomination recommendations and chair, including initial term assignments (completed). Complete background and ethics checks through NOAA Security and Department of Commerce Ethics Division for each SAC member (completed in July2012).

- **Additional Needs:** N/A

**GROUP RESPONSIBLE:** NOAA/IOOS/Management, Budget and Planning Division (MB&P)

**DELIVERABLES:** IOOS program writes charter, justification memo and balance plan for System Advisory Committee (completed - September 2010); Charter and justification memo vetted with IOOC (completed - September 2010); Draft process to establish System Advisory Committee (completed - September 2010); Publish federal register notice announcing the System Advisory Committee and call for nominees (completed - March 2011); IOOS and IOOC make nomination recommendations to the NOAA Administrator (completed - July 2011). NOAA Administrator signs and mails member nomination letters (completed - March 2012). U.S. IOOS announces SAC Members (completed - July 2012). SAC holds first meeting (completed - August 2012).

**DUE DATE:** August 2012

**OUTSTANDING DECISIONS NEEDED:** None – Action completed