

***NATIONAL MARINE FISHERIES SERVICE INSTRUCTION 35-102-02
APRIL 1, 2004***

***Workplace Safety
NOAA Fisheries Workplace Safety Policy***

NMFS SAFETY AND ENVIRONMENTAL COUNCIL CHARTER

NOTICE: This publication is available at: <http://www.nmfs.noaa.gov/directives/>.

OPR: F/ (J. Oliver)

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SUMMARY OF REVISIONS: As revised for FY 2007.

NOAA FISHERIES SAFETY & ENVIRONMENTAL COUNCIL CHARTER

Council Members

AKC	Jay Kennedy
AKR	Jeannie Passer
HQ	Brian Brown
NEC	Barbara Jobe
NEC	Linda Arlen
NER	Angelo "Skip" Bertolino
NWC	Thea Smith (Chair)
NWR	Robert "Bob" Henderson
PIC	Susan Kamei / Bill Putre
PIR	Charles Karnella
SEC	Dan Poulos
SER	Larry Kelley
SWC	Marty Nelson
SWR	Scott Hill

*"Our Jobs are
Anchored in Safety"*



Mission Statement

To aid and advise management and assist employees on matters of safety and environmental compliance in accordance with applicable laws, regulations, Administrative Orders, Executive Orders, and Best Management Practices which contribute to a safe and healthful workplace.

Council Responsibilities

1. Advise the Deputy AA on all matters relating to employee safety and environmental compliance and advocate for safety and environmental compliance programs.
2. Evaluate Fisheries environmental, safety, and health activities and policies, and provide recommendations for the institutional control of environmental, safety, and health hazards.
3. Identify impending safety and environmental requirements and develop and recommend appropriate policies and procedures.
4. Draft an annual Fisheries Safety Action Plan for approval by the NOAA Fisheries AA.
5. Review the results of severe incident investigations to ensure corrective action is appropriate, implemented in a timely fashion and resulting lessons learned are communicated to all employees.
6. Provide oversight and review of the safety and environmental compliance programs implemented by DOC and NOAA.
7. Evaluate the progress and assess the effectiveness of the Fisheries Safety & Environmental Council.

Council Meetings

Council meetings will be held quarterly. In the event additional meetings are warranted the Chair may initiate the meeting. The intent is that the council as a whole will meet once a year in person. The Chair is also responsible for documenting meeting agenda and minutes as well as distributing them as appropriate.

Council Decisions

Council decisions will be reached by consensus. If a consensus cannot be attained, the Council will employ a voting process to obtain a majority. Dissenting views will be documented.

Charter Approval

The Council Charter will be reviewed annually and revised as necessary.

 4-23-04

Approved By NMFS Deputy Assistant Administrator Date



NOAA Fisheries

Membership List updated October 2005