

## **(DRAFT) CHARTER**

### **U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration Pipeline Safety Awareness and Engagement Group (PSAEG)**

1. Group Designation: This voluntary ad hoc group will be known as the Pipeline Safety Awareness and Engagement Group (PSAEG). This group is not a Federal Advisory Committee, nor will the group make recommendations to the Secretary of Transportation.
2. Purpose and Scope: The purpose of the PSAEG is to participate in a voluntary forum where pipeline stakeholders can engage and collaborate on pipeline safety opportunities and to collectively advance pipeline safety. The scope of this group's efforts will include pipeline safety awareness and engagement matters jurisdictional to PHMSA.
3. Objectives:
  - a. Collaborate and share innovative awareness and engagement best practices that pipeline safety stakeholders may consider as opportunities for continued improvement in individual or organizational engagement efforts.
  - b. Raise gaps, issues and concerns in pipeline awareness and engagement and collaborate on ways stakeholders may address them.
  - c. Share pipeline awareness and engagement opportunities and ideas for consideration for national programs.
4. Support: The Pipeline and Hazardous Materials Safety Administration (PHMSA) may provide meeting support (as requested, approved, and subject to the availability of funds).
5. PHMSA Lead: The designated PHMSA Lead will organize and facilitate meetings, prepare meeting agendas, attend meetings, and chair meetings.
6. Estimated Number of Meetings and Frequency: The PSAEG will meet on a semi-annual basis or as needed. Guest speakers with specialized expertise may be invited to participate at meetings as the request of the PSAEG.
7. Renewal/Termination: This Charter will be renewed two years after its effective date at the discretion of PHMSA Leadership. If the charter is not renewed by PHMSA Leadership, the PSAEG will sunset.
8. Membership Representation: All members will participate voluntarily and pipeline safety stakeholder membership will be diverse, fair and balanced regarding points of view or interests. The PSAEG will consist of no more than 20 voluntary members selected by the

PHMSA Associate Administrator for Pipeline Safety (or a designee), including representatives from:

- a. PHMSA;
- b. Federal agency(ies) with pipeline safety and engagement interests;
- c. State government officials responsible for pipeline safety oversight and inspections;
- d. Local government officials affected by pipeline safety matters and/or responsible for land use planning near pipelines;
- e. Members of the public and/or safety advocacy groups;
- f. Members of the excavation safety community;
- g. Members of the emergency response community;
- h. Industry stakeholders, including operators of pipeline facilities; and
- i. Other entities or pipeline safety stakeholder groups, as determined by the Associate Administrator for Pipeline Safety.

9. Membership Selection: PHMSA may accept nominations and select volunteers to participate on the PSAEG to represent pipeline stakeholder groups.

10. Members Participation: Members may serve a minimum of two years and membership can be renewed at PHMSA's discretion. PHMSA will ensure that stakeholder groups are adequately represented.

11. Subgroups: PHMSA may create subgroups to address specific tasks that are identified and approved by the PSAEG. A PHMSA representative must participate on any establish subgroup. Subgroups must report back to the PSAEG.

12. Effective Date: The effective date of this charter is \_\_\_\_\_, and will expire two years from that date on \_\_\_\_\_, unless renewed.