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April 10, 1992

EXXON VALDEZ OIL SPILL SETTLEMENT

PUBLIC ADVISORY GROUP

OPERATING PROCEDURES

RECEIVED
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EXXON VALDEZ OIL SPILL
TRUSTEE COUNCIL
ADMINISTRATIVE RECORD

1. MEMBERSHIP:

The Public Advisory Group shall consist of fifteen members and have a balanced representation of at least the following principal interests; aquaculture, commercial fishing, commercial tourism, environmental, conservation, forest products, local government, native landowners, recreation users, sport hunting and fishing, subsistence, and science/academic. At least one member shall be a local government representative from the spill area and one representative of an Indian Reorganization Act village council or Alaska Native Claims Settlement Act corporation. A Public Advisory Group chair and vice-chair will be appointed by the Trustee Council in consultation with the Public Advisory Group. One member each from the Alaska House of Representatives and the Alaska Senate, selected by the Speaker of the House and the President of the Senate respectively, shall be ex-officio members of the Public Advisory Group. Other ex-officio members can be appointed at the discretion of the Trustee Council.

2. NOMINATION AND SELECTION

Nominations will be solicited from the public and groups representing principal interests in the affected area. Selection will be made by the Trustee Council based upon a demonstrated knowledge of the region, its peoples and/or principal economic and social activities, or by demonstrated expertise in public lands and resource management as it relates to restoration. The Public Advisory Group will have, to the greatest extent practical, a broad and balance representation.

3. DUTIES AND WORK ASSIGNMENTS:

The Public Advisory Group is to assist the Trustee Council in the restoration of resources and services injured by the Exxon Valdez Oil Spill. The Public Advisory Group will, among other things, review purposed policies, procedures, plans and projects of the restoration process and provide advice to the Trustee Council. The Public Advisory Group will report to and be tasked by the Exxon Valdez Settlement Trustee Council.

4. QUORUM:

A quorum of the Public Advisory Group, at least eight members and the Designated Officer, is required to convene a meeting and conduct business. Participation in meetings by teleconferance is accepted as attendance.

5. PRESIDING OFFICER:

The Public Advisory Group Chair shall be the presiding Officer and conduct all meetings. If for some reason the Chair is unavailable the Vice-Chair shall preside. If both the Chair and Vice-Chair are unavailable the Designated Officer shall conduct business as a non-voting facilitator.

6. ACTION/RULES OF VOTING:

All matters coming before the Public Advisory Group which requiring a vote to make a recommendation to the Trustee Council shall have a majority approval of the voting membership present. A member shall abstain from voting under the following conditions: (a) if there is an apparent, or declared, direct conflict of financial interest on the part of the Member or (b) if voting by the member would constitute a violation of applicable federal or state law. The Designated Officer and Ex-officio members shall not vote on matters before the Public Advisory Group.

7. MEETINGS:

The Public Advisory Group shall meet no less than four times per year. All meetings will be open to the public. Any member of the public will be given the opportunity to speak at meetings or file a written statement with the Public Advisory Group. Meetings shall be held at a reasonable time and in a place reasonably accessible

to the public.

8. EXECUTIVE SESSIONS:

Executive sessions shall be kept to a minimum and shall be used only for discussion of matters concerning confidential personnel issues, litigation or legal advice, confidential archaeological information, confidential fisheries information or such other matters included under AS 44.62.310(c) or other applicable laws.

9. MINUTES:

It is the responsibility of the Designated Officer to insure that minutes of each meeting are kept. The minutes should include: time date and place of the meeting, Public Advisory Group members present, an estimate of the number of other public present, description of matters discussed, names of the public who presented oral or written statements, conclusions reached and a record of any vote taken. The accuracy of all minutes shall be certified by the Chair of the Public Advisory Group.

10. MAILING LIST AND PUBLIC NOTIFICATION:

A mailing list of interested public shall be maintained. Notice of Public Advisory Group meetings shall be published in the Federal Register and in news papers of general circulation within the oil spill area.

11. REPORTING TO THE TRUSTEE COUNCIL:

The Public Advisory Group shall report to the Trustee Council via the Chair of the Public Advisory Group or his/her representative. Other members of the group may report with the Chair, as appropriate. The Trustee Council's regular agenda shall include a period during which the Public Advisory Group representative(s) shall report on its activities, ask questions of the Trustee Council, and be available for questioning by the Trustee Council.

12. RELATIONSHIP WITH THE RESTORATION TEAM:

There will be coordination between the Public Advisory Group and the Restoration Team through a transfer of information by the Designated Official's attendance at both groups meetings and the Designated Officials co-location with the Office of the Administrative Director.

13. DESIGNATED OFFICER:

There shall be a Designated Officer present at each meeting of the Public Advisory Group. The Designated Officer shall prepare agendas, coordinate meeting arrangements, ensure proper public notification of meetings and proper keeping of the Public Advisory Groups Administrative Record. The Designated Officer shall be an officer or employee of the Federal Government, appointed by the

U.S. Department of Interior, with unanimous consent of the Trustee Council. The Designated Officer shall be co-located with the Office of the Administrative Director and act as an information conduit between the Public Advisory Group and the Restoration Team by attending both Public Advisory Group and Restoration Team meetings.

14. ADMINISTRATIVE SUPPORT:

The Designated Officer and the Office of the Administrative Director will provide administrative support to the Public Advisory Group. A Public Advisory Group budget will be included with the budget of the Office of the Administrative Director and be presented for approval annually to the Trustee Council for funding from joint settlement funds. The Public Advisory Group's budget will be Administered by the Administrative Director consistent with expenditure and documentation guidelines contained in the Financial Plan.

15. TERMINATION DATE:

The Public Advisory Group shall terminate on January 1, 2002 unless extended by unanimous consent of the Trustee Council.