

**U.S. Department of the Interior  
U.S. Fish and Wildlife Service**

**International Wildlife Conservation Council  
Charter**

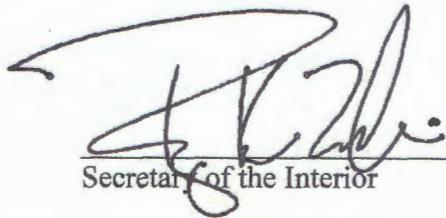
1. **Official Designation.** International Wildlife Conservation Council (Council).
2. **Authority.** The Council is established in furtherance of 43 U.S.C. 1457, the Fish and Wildlife Act of 1956 (16 U.S.C. 742a-742j), and other Acts applicable to specific bureaus. This Council is regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.
3. **Objectives and Scope of Activities.** The Council will provide advice and recommendations to the Federal Government, through the Secretary of the Interior (Secretary), focused on increased public awareness domestically regarding the conservation, wildlife law enforcement, and economic benefits that result from United States citizens traveling to foreign nations to engage in hunting. Additionally, the Council shall advise the Secretary on the benefits international hunting has on foreign wildlife and habitat conservation, anti-poaching and illegal wildlife trafficking programs, and other ways in which international hunting benefits human populations in these areas.
4. **Description of Duties.** The duties of the Council are solely advisory and include, but are not limited to:
  - a) Developing a plan for public engagement and education on the benefits of international hunting.
  - b) Reviewing and making recommendations for changes, when needed, on all Federal programs, and/or regulations, to ensure support of hunting as:
    1. An enhancement to foreign wildlife conservation and survival; and
    2. An effective tool to combat illegal trafficking and poaching.
  - c) Recommending strategies to benefit the U.S. Fish and Wildlife Service's permit office in receiving timely country data and information so as to remove barriers that impact consulting with range states.
  - d) Recommending removal of barriers to the importation into the United States of legally hunted wildlife.
  - e) Ongoing review of import suspension/bans and providing recommendations that seek to resume the legal trade of those items, where appropriate.

- f) Reviewing seizure and forfeiture actions/practices, and providing recommendations for regulations that will lead to a reduction of unwarranted actions.
  - g) Reviewing the Endangered Species Act's foreign listed species and interaction with the Convention on International Trade in Endangered Species of Wild Flora and Fauna, with the goal of eliminating regulatory duplications.
  - h) Recommending methods for streamlining/expediting processing of import permits.
  - i) At the conclusion of each meeting, or shortly thereafter, provide a detailed recommendation report, including meeting minutes, to the DFO.
5. **Agency or Official to Whom the Committee Reports.** The Council reports to the Secretary through the Designated Federal Officer (DFO).
6. **Support.** Administrative support and funding for activities of the Council will be provided by the U.S. Fish and Wildlife Service.
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Council are estimated to be \$250,000 per year, including all direct and indirect expenses and .50 Federal staff years.
8. **Designated Federal Officer.** The DFO is a full-time Federal employee appointed in accordance with Agency procedures. The DFO approves or calls all Council and subcommittee meetings, prepares and approves all meeting agendas, attends all Council and subcommittee meetings, adjourns any meeting when the DFO determines adjournment to be in the public interest, and chairs meetings when directed to do so by the Secretary.
9. **Estimated Number and Frequency of Meetings.** The Council will meet approximately two times annually, and at such other times as designated by the DFO.
10. **Duration.** Continuing.
11. **Termination.** The Council will terminate 2 years from the date the charter is filed, unless, prior to that date, it is renewed in accordance with the provisions of section 14 of the FACA. The Council will not meet or take any action without a valid current charter.
12. **Membership and Designation.** The Council will consist of no more than 18 discretionary and 4 ex officio members.
- (a) Ex officio members will include:
- 1. Secretary of the Interior or designated Department of the Interior representatives;  
and
  - 2. Secretary of State or designated Department of State representatives.

- (b) The remaining discretionary members will be selected from among, but not limited to, the entities listed below. These members must be senior-level representatives of their organizations and/or have the ability to represent their designated constituency.
1. Wildlife and habitat conservation/management organizations;
  2. U.S. hunters actively engaged in international and/or domestic hunting conservation;
  3. The firearms or ammunition manufacturing industry;
  4. Archery and/or hunting sports industry; and
  5. Tourism, outfitter, and/or guide industries related to international hunting.
- (c) Alternate members may be appointed to the Council. Alternate members must be approved and appointed by the Secretary before attending meetings as representatives. Alternate members shall have experience and/or expertise similar to that of the primary member. Alternate members may deliberate and vote on Council matters only in the absence of the primary member.
- (d) Members will be appointed for staggered terms of 3 years, as designated by the Secretary, at the time of the initial appointment. A vacancy on the Council will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretary. A member may serve after the expiration of his or her term until a successor is appointed.
- (e) Council members may not serve more than two consecutive terms. Council members must attend at least one Council meeting annually and cannot miss two successive meetings. Council membership will be forfeited if an appointee does not meet these attendance requirements.
- (f) The Council shall elect the Chairperson and Vice-Chairperson by affirmative vote of a majority of its members. The Chairperson and Vice-Chairperson will serve a term of 1 year, renewable for 1 additional year. The Chairperson or Vice-Chairperson may be replaced before his or her term ends by affirmative vote of a majority of the Council's members.
- (g) Members of the Council serve without compensation. However, while away from their homes or regular places of business, Council and subcommittee members engaged in Council or subcommittee business that is approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under 5 U.S.C. 5703.

(h) A vacancy on the Council will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretary.

13. **Ethics Responsibilities of Members.** No Council or subcommittee member will participate in any Council or subcommittee deliberations or votes relating to a specific party matter before the Department or its bureaus and offices including a lease, license, permit, contract, grant, claim, agreement, or litigation in which the member or the entity the member represents has a direct financial interest.
14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed to compile information or conduct research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Council for consideration. Subcommittees must not provide advice or work products directly to the Agency. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** The Records of the Council, and formally and informally established subcommittees of the Council, must be handled in accordance with General Records Schedule 6.2, and other approved Agency records disposition schedule. These records must be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.



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Secretary of the Interior

NOV 03 2017

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Date Signed

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Date Filed