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U. S. DEPARTMENT OF THE INTERIOR
OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT
DIRECTIVES SYSTEM

Subject Number: REG-32
Transmittal Number: 590
Date: JAN 2 1990

Subject: Establishment of the Applicant Violator System Ad Hoc Committee

Approval: Title: Director

1. Purpose. This directive outlines the concept, responsibilities and procedures of the Applicant Violator System (AVS) Ad Hoc Committee.

2. Summary. This is a new directive to describe the concept and establishment of the AVS Ad Hoc Committee.

3. Definitions. None.

4. Policy/Procedures.

a. Concept. The purpose of the Committee is to foster communications and coordination between the Office of Surface Mining Reclamation and Enforcement (OSM) and the States on AVS related matters. OSM and 24 primacy States share the responsibilities for use and maintenance of the AVS. Therefore, it is essential to establish a forum whereby a representative group of State regulatory authorities and OSM managers can meet periodically to discuss mutual concern and interests related to the AVS.

b. Responsibilities.

(1) Committee Co-Chairpersons shall be responsible for calling the meetings and developing the meeting agenda.

(2) Committee Members shall be responsible for meeting to discuss issues pertinent to the AVS policies and operations; and informing the assigned State regulatory authorities or OSM Offices of upcoming meetings and the outcome of the meetings, including the distribution of meeting minutes. Committee members are also responsible for completing assignments received during meetings and identifying Subcommittee representatives, as needed, to address specific issues.

(3) Subcommittee Members shall be responsible for completing assignments as requested by the Committee.

(4) Assistant Director, Program Policy, shall be responsible for ensuring that minutes of the meetings are taken and distributed; and for administrative handling of travel for State representatives.

c. Procedures.

(1) Committee Co-Chairpersons. The Committee shall have two Chairpersons--one State representative and one OSM manager. The State Chairperson shall be one of the State Committee members as selected by them. The OSM Chairperson shall be the Deputy Director for Operations and Technical Services. These individuals will remain as co-Chairpersons until replaced by their respective members, or the Committee is dissolved.

(2) Committee Membership. The Committee shall be comprised of seven (7) State members and seven (7) OSM members. The State members shall be chosen by the States from the 24 States with approved regulatory programs to implement the Surface Mining Control and Reclamation Act of 1977 (SMCRA) or their designate(s). The OSM members shall be individuals holding the positions of Deputy Director, Operations and Technical Services; Assistant Director, Program Policy; Assistant Director, Information System Management; Assistant Director, Finance and Accounting; Assistant Director, Eastern Field Operations (or designate); Assistant Director, Western Field Operations (or designate); and Chief, Branch of Inspection and Enforcement. Once appointed, members will remain on the Committee until replaced, or the Committee is dissolved.

(3) Subcommittee(s). Subcommittee(s) shall be appointed, as necessary, by a majority vote of Committee members. The Subcommittee(s) will address specific issues posed by the Committee Members and perform analysis or make recommendations to the Committee for further review and/or implementation. Subcommittee members will be selected based on their knowledge of the issue to be analyzed and may be individuals not on the AVS Ad Hoc Committee. Membership will be limited to five or less individuals per issue.

(4) Assignments. During the course of the meeting, the Co-Chairpersons will see that issues requiring follow-up are assigned to the appropriate Committee members. Assignment(s) will be reflected in the minutes of the meeting and discussed at the next meeting unless action is requested earlier or later than that time. The Co-Chairpersons will discuss with the Director issues which need his approval and/or concurrence prior to implementation.

5. Reporting Requirements. Minutes of the meetings will be taken and distributed to all members. Further distribution of the minutes is the responsibility of Committee members. Documents produced as a result of special studies undertaken by the Committee or Subcommittee(s) and approved by the Committee will be available upon request.

6. Effect on Other Documents. None.

7. References. None.

8. Effective Date. Upon issuance.

9. Contact. Assistant Director, Program Policy (202) 343-4264.

10. Keywords. Applicant Violator System, Committee.