



Western Interstate Energy Board

High-Level Radioactive Waste Committee CHARTER (Revised 04/17/2019)

1. Establishment and Authority.

The High-Level Radioactive Waste (HLRW) Committee is a standing committee established by the Western Interstate Energy Board (WIEB) under Article IV of the WIEB Bylaws. This charter shall govern the HLRW Committee with regard to its duties, responsibilities, procedures and interactions with the WIEB Board.

2. Purpose.

The purpose of the HLRW Committee is to identify and evaluate emerging issues surrounding the Nation's nuclear waste program—with a focus on the transportation of spent nuclear fuel (SNF) and high-level radioactive waste (HLW)—and to work collaboratively as representatives of western states and provinces to advise the WIEB Board, the U.S. Department of Energy (DOE), and state agencies on state and federal policies.

3. Membership.

The HLRW Committee shall be composed of nuclear waste policy experts and may include:

1. Members appointed by WIEB Board state representatives. Each WIEB Board state representative may appoint one member to the HLRW Committee.
2. Associate members appointed by an appropriate state or provincial agency and representing a state or province invited by the Committee to participate in HLRW Committee activities. If invited to do so, an appropriate state/provincial agency may appoint one associate member to represent the state or province on the HLRW Committee.

Each member and associate member (hereinafter collectively referred to as “member(s)”) of the HLRW Committee shall serve until a successor is appointed, unless the member resigns. In coordination with the WIEB staff, a HLRW Committee member may designate a temporary alternate to participate in committee activities on his or her behalf or to represent the member at a WIEB, HLRW Committee, or U.S. DOE meeting.

4. Responsibilities.

The HLRW Committee shall monitor regional and national events relevant to the Nation’s HLW and SNF waste disposition program. Committee members are encouraged to identify areas of particular interest, concern, or expertise and to coordinate with other committee members to identify appropriate avenues for member engagement in HLRW Committee and DOE Office of Nuclear Energy (DOE-NE) activities. The HLRW Committee shall:

4.1 Engage with the WIEB Board.

The HLRW Committee shall engage with the WIEB Board. Examples of this engagement may include, but are not limited to, the following:

- Reporting to the WIEB Board on Committee activities.
- Submitting proposed policy statements and resolutions to the WIEB Board.
- Submitting advice or recommendations to the WIEB Board on matters the Board requests the Committee to consider or any matters that the Committee deems appropriate.

4.2 Engage with WIEB Staff.

The HLRW Committee shall engage with the WIEB staff. Examples of this engagement may include, but are not limited to, the following:

- Providing strategic guidance on Committee priorities.
- Reviewing and commenting on draft policy statements and written advice.
- Assisting in the preparation of meeting agendas and presentation materials.
- Advising WIEB staff about state priorities for the negotiation of WIEB’s Cooperative Agreement with U.S. DOE.

4.3 Engage with U.S. DOE.

The HLRW Committee shall engage with U.S. DOE. Examples of this engagement may include, but are not limited to, the following:

- Advising U.S. DOE on its efforts to prepare for large-scale transportation of SNF and HLW.
- Participating in U.S. DOE sponsored meetings, working groups, and forums.
- Providing recommendations to U.S. DOE on proposed policies and regulations, reflecting a broad Western perspective.
- Inviting U.S. DOE representatives to observe and/or participate in HLRW Committee meetings.

4.4 Engage with Other Federal Agencies and Interested Stakeholders.

The HLRW Committee may engage with other Federal agencies (e.g., the Nuclear Regulatory Commission, U.S. Department of Transportation's Federal Railroad Administration, and/or the U.S. Department of Navy) and interested stakeholders (e.g., State Regional Groups, Tribes and Tribal Associations, state agency representatives, local government, industry representatives, and research and advocacy groups). Examples of this engagement may include, but are not limited to, the following:

- Engaging with other Federal agencies and interested stakeholders on aspects of SNF/HLW transport policy such as modes of SNF/HLW transportation, routing and route preparation, and impacts to corridor communities.
- Participation in meetings sponsored by other Federal agencies or interested stakeholders that are relevant to elements of the Nation's waste disposition program.
- Providing comments and/or recommendations on relevant reports, policies, legislation, or regulations.
- Inviting Federal agency representatives and/or other interested stakeholders to observe and/or participate in HLRW Committee meetings.

5. Voting.

Each HLRW Committee member (including associate members) shall be entitled to one vote. Committee members may vote in person, by proxy, by telephone, or by e-mail.

The HLRW Committee will strive to make all decisions by consensus. If the Committee is unable to reach consensus, a motion shall be considered approved if: a) a majority of the Committee members cast a vote in favor thereof; and b) no more than one Committee member votes against approval.

6. Leadership.

The HLRW Committee shall hold an election every two years (starting in 2017) at the HLRW Committee's fall meeting to select a Committee Chair and Vice-Chair from among the Committee members.

The HLRW Committee Chair, with the assistance of the Vice-Chair and WIEB staff, shall manage the HLRW Committee and Committee meetings. The Vice-Chair shall assist the Chair as needed and shall assume the Chair's duties if/when the Chair is unavailable.

The HLRW Committee Chair shall guide the direction of the Committee and may appoint ad hoc working groups as necessary to consider specific issues.

The HLRW Committee Chair and Vice Chair are expected to represent the Committee on U.S. DOE's Transportation Core Group.

7. Meetings.

The HLRW shall meet a minimum of twice per year and as often as necessary to carry out the Committee's responsibilities. HLRW Committee meetings may be conducted in person, by telephone, or by web conference, as determined by the HLRW Committee Chair. The HLRW Committee shall keep minutes and/or an audio/audio-visual recording of all HLRW Committee meetings.

8. Development of HLRW Policy Statements and Resolutions.

The HLRW Committee Chair and Vice-Chair shall work with WIEB staff and the HLRW Committee to identify emerging issues surrounding the Nation's nuclear waste disposition program and related transportation planning and to develop draft position papers to be considered by the HLRW Committee as proposed policy statements and/or resolutions (hereinafter collectively referred to as "resolution(s))."

The HLRW Committee shall review and discuss proposed resolutions and revise them as needed to reflect the broad perspectives of the Committee as a whole.

The HLRW Committee shall determine, by vote, whether to approve a proposed resolution. If the HLRW Committee approves a resolution, the HLRW Committee Chair or Vice-Chair shall present the committee-approved resolution to the WIEB Board for consideration.

If the WIEB Board returns a committee-approved resolution to the HLRW Committee for additional consideration, information, and/or revisions, the committee shall respond to the WIEB Board's request and re-submit the resolution—or submit a notice of withdrawal—to the WIEB Board. Revised resolutions must be approved by the HLRW committee, as outlined above, before being re-submitted to the WIEB Board.

9. Amendments to HLRW Policy Statements and Resolutions.

The HLRW Committee may review and vote to amend WIEB-approved resolutions as needed. If the HLRW Committee approves an amendment(s), the HLRW Committee Chair, Vice-Chair, or Program Manager shall present the committee-approved amendment(s) to the WIEB Board for the Board's consideration and approval.