LONG BEACH NAVAL COMPLEX

Environmental Restoration Program

2008-2009 Restoration Advisory Board Rules of Operation

The Restoration Advisory Board (RAB) Rules of Operation, herein referred to as the "Rules of Operation", is entered into by the following parties: Department of the Navy (Navy) Base Realignment and Closure Program Management Office (BRAC PMO); U.S. Environmental Protection Agency (US EPA), Region 9; California Department of Toxic Substances Control (DTSC), Region 4; California Regional Water Quality Control Board (RWQCB), Los Angeles Region; and RAB community co-chair.

Purpose and Function of the RAB

The purpose of the RAB is to promote community awareness and obtain constructive community review and comment on proposed environmental restoration actions to accelerate the cleanup of the Long Beach Naval Complex (LBNC). The RAB is used to disseminate information about the Environmental Restoration (ER) Program and to ensure that input on environmental restoration reflects the diverse interests within the community. The RAB serves in an advisory capacity to the Navy, US EPA, DTSC, and RWQCB Remedial Project Managers.

Basis and Authority for Rules of Operation

The basis and authority for these Rules of Operation are contained in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, as amended by the Superfund Amendments and Reauthorization Act (SARA) of 1986, particularly Sections 120(a), 120(f), and 121(f), and 10 U.S.C. 2705, enacted by Section 211 of SARA.

Membership

RAB membership is limited to 20 members representing the community, organizations or businesses within the City of Long Beach and adjacent communities.

Members shall serve without compensation.

Members are expected to attend all RAB meetings or send an alternate. If a member fails to attend or send an alternate to two consecutive meetings the RAB co-chairs may ask the member to resign.

Members may nominate their own alternates to attend meetings without prior approval of the RAB. However, if an alternate is required to attend three consecutive meetings, the RAB co-chairs may ask the member to resign.

Members should be willing to communicate with local community members and interest groups concerned with specific base environmental restoration issues.

Members will serve as a direct and reliable conduit for the flow of information to and from the community. To allow for communication between the public and the RAB members, the names of all RAB members will be listed in the meeting minutes.

Members unable to continue to fully participate shall submit their resignation in writing to either of the RAB co-chairs. Resigning members may nominate new members to replace them.

Members accepted to the RAB may serve until RAB termination as long as they continue to meet the criteria stated in other sections of these Rules of Operation. If the RAB membership loses its community diversity, nominations for additional members will be reviewed and approved by the existing RAB membership.

RAB Structure

The RAB shall be co-chaired by the LBNC BRAC Environmental Coordinator (BEC) and a member of the community. The responsibility for presiding over each meeting will be alternated between the co-chairs.

The community co-chair will be selected by a majority vote of the RAB community members. The RAB community co-chair term will run one year from October to October. A co-chair may serve more than one term, if re-elected by the RAB community members.

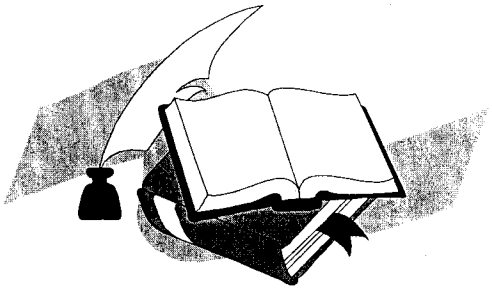
The RAB shall meet on an as needed basis as determined by the co-chairs. Agenda items will be compiled by the co-chairs. Suggested topics the community would like to have on the agenda should be given to one of the co-chairs.

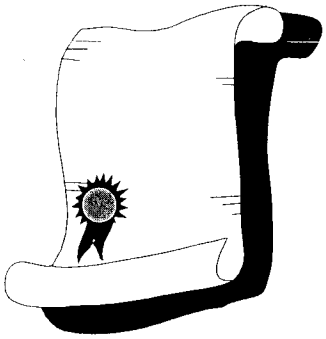
The Navy co-chair shall be responsible for providing written notification to all RAB members of the upcoming meetings; for recording and disseminating meeting minutes; and collecting a written list of attendees at each meeting.

A copy of the RAB meeting minutes will be sent to all RAB members and will be available for public review in the Information Repository.

RAB committee members will be asked to review and comment on various environmental restoration documents. When required, RAB members will submit written comments to the community co-chair within the timeframe specified (based on deadlines). The community co-chair will consolidate comments from the RAB community members and provide them to the Navy co-chair, as well as the RAB membership. The Navy co-chair will ensure a written response is provided to the RAB community members in a timely manner.

The LBNC has established an Information Repository for public documents relating to all environmental restoration activities. The main branch of the Long Beach Public Library is the location of the Information Repository for the LBNC RAB.





Effective Date and Amendments

The effective date of these Rules of Operation shall be 20 February 2008. These Rules of Operation shall replace the RAB Rules of Operation dated 7 June 2000.

These Rules of Operation may be amended by a majority vote of the committee members present. Amendments must be consistent with the CERCLA and SARA statutes, as stated previously.

Termination

Generally, these Rules of Operation will be terminated upon completion of CERCLA and SARA statutory requirements. Once final remedial design is implemented; however, these Rules of Operation may be terminated earlier upon a majority vote of the RAB membership.

Signatories to the RAB Rules of Operation

IN WITNESS WHEREOF, we have set our hand this 20th day of February 2008.

John Hill
BRAC Environmental Coordinator
LBNC RAB Navy Co-Chair

John Essington
LBNC RAB Community Co-Chair