

US EPA ARCHIVE DOCUMENT

July 11, 2003

**MEMORANDUM**

SUBJECT: Establishment of the Office of the Science Advisor

TO: Assistant Administrators  
Regional Administrators  
General Counsel  
Inspector General  
Chief Financial Officer  
Associate Administrators  
Regional Administrators  
Staff Office Directors

It is my pleasure to announce the establishment of EPA's Office of the Science Advisor, which will be located in the Office of Research and Development and will house the Chief Scientist to the Science Advisor and a small staff that will assist Science Advisor Paul Gilman. This office will help ensure consistent, cross-Agency application of strategic planning for research and the use of science in EPA policies and regulations.

The EPA Science Advisor is responsible for ensuring the availability and use of the best science at the Agency, as well as advising the EPA Administrator on science and technology issues and their relationship to Agency policies, procedures, and decisions. One of the Advisor's primary roles is to chair the Agency's Science Policy Council, which works to implement and help ensure the success of selected initiatives recommended by external advisory bodies, including the National Research Council, Science Advisory Board, Congress, industry, environmental groups, and EPA staff.

The Science Policy Council staff from ORD's Office of Science Policy will be reassigned to the Office of the Science Advisor. It will continue with its current duties and responsibilities and with current staffing proposals/requirements. Assigning a dedicated staff to this office will help support Dr. Gilman's current efforts and provide continuity in times of transition.

The establishment of the Office of the Science Advisor is yet another significant step toward strengthening science at EPA, and I ask that you give Paul and his staff your full support.

/SIGNED/

Linda J. Fisher  
Acting Administrator