

STATE OF HAWAII
UNIVERSITY OF HAWAII
UNIVERSITY OF HAWAII AT HILO

FUNCTIONAL STATEMENT

OFFICE OF MAUNA KEA MANAGEMENT

Under the general direction of the Office of the Chancellor:

- Manages the Mauna Kea Science Reserve, Summit road and Hale Pōhaku;
- establishes and enforces management policies;
- serves as the focus of contract for the public and tenant organizations on the mountain;
- manages a program for the physical maintenance of the Mauna Kea Science Reserve, Summit Road and Hale Pōhaku;
- functions as a referral and facilitative agency for issues that are outside its authority but related to the mountain;
- oversees permitting as well as requests and scheduling for the use of the facilities and support services;
- addresses other requests including requests for information and grievances;
- oversees educational and resource management programs;
- coordinates monitoring programs and databases; and
- develops and maintains safety and security plans.