

**UNITED STATES DEPARTMENT OF AGRICULTURE  
OFFICE OF THE SECRETARY**

Washington, D.C. 20250

**May 11, 2017**

**SECRETARY'S MEMORANDUM \_\_\_\_\_**

**Advancing U.S. Agricultural Trade and Improving Service to Agricultural Producers**

1. INTRODUCTION

The purpose of this Memorandum is to advance agricultural trade by creating an Under Secretary for Trade and Foreign Agricultural Affairs, create a customer-focused culture of public service and improve the effectiveness, efficiency and accountability of agencies who provide services to agricultural producers by realigning agencies in the Department, and elevate the importance of the activities carried out by the Rural Development mission area by realigning those agencies to report directly to the Secretary.

2. AUTHORITY

Actions ordered under this memorandum are taken in accordance with Executive Order 13781, "Comprehensive Plan for Reorganizing the Executive Branch," and to implement section 3208 of the Agricultural Act of 2014 using the authority of the Secretary to reorganize the Department under section 4(a) of Reorganization Plan No. 2 of 1953 (5 U.S.C. App.; 7 U.S.C. 2201 note).

3. ACTIONS ORDERED

a. Establishment

There is hereby established an Under Secretary for Trade and Foreign Agricultural Affairs and an Under Secretary for Farm Production and Conservation, who shall report to the Secretary of Agriculture.

b. Realignment and Renaming

The Foreign Agricultural Service, previously established within the Office of the Under Secretary for Farm and Foreign Agricultural Services, is transferred from the supervision of the Under Secretary for Farm and Foreign Agricultural Services, and is re-established under the Under Secretary for Trade and Foreign Agricultural Affairs and authorities related to the Foreign Agricultural Service previously delegated to the Under Secretary for Farm and Foreign Agricultural Services are re-delegated to the Under Secretary for Trade and Foreign Agricultural Affairs.

The Under Secretary for Farm and Foreign Agricultural Services is renamed the Under Secretary for Farm Production and Conservation.

The Natural Resources Conservation Service, previously established under the Office of the Under Secretary for Natural Resources and Environment, is transferred from the supervision of the Under Secretary for Natural Resources and Environment, and is re-established under the renamed Under Secretary for Farm Production and Conservation and authorities related to the Natural Resources Conservation Service previously delegated to the Under Secretary for Natural Resources and Environment are re-delegated to the renamed Under Secretary for Farm Production and Conservation.

The Rural Utilities Service, Rural Business Service, the Rural Housing Service, and the Chief Risk Officer previously established under the Office of the Under Secretary for Rural Development, are realigned to report directly to the Secretary of Agriculture.

The Under Secretary for Rural Development position is hereby abolished.

c. Report

The Chief of the Natural Resources Conservation Service and the Administrator of the Farm Service Agency are directed to review office locations and administrative functions and within 60 days of this Secretarial Memorandum report to the Office of the Secretary opportunities to co-locate offices and share administrative services, consistent with legal requirements.

d. Creation of USDA Inter-Agency Trade Policy Committee and Report

The Administrator of the Foreign Agricultural Service is directed to establish an Inter-Agency Trade Policy Committee to be led by the Under Secretary for Trade and Foreign Agricultural Affairs. The Administrator is also directed to review existing USDA trade policy coordination procedures and within 60 days of this Secretarial Memorandum report to the Office of the Secretary any additional actions needed to improve coordination.

4. INCIDENTAL TRANSFERS

The Assistant Secretary for Administration, the Chief Financial Officer, and the Office of Budget and Program Analysis are authorized to approve such transfers of funds, personnel, employment authority, space, records, property, and incidentals as may be necessary to implement the provisions of this Memorandum.

5. EXISTING DIRECTIVES

Prior delegations of authority, administrative regulations, and other directives not inconsistent with the provisions of this Memorandum shall remain in full force and effect.

6. EFFECTIVE DATE AND TERMINATION

This Memorandum is effective the latter of 30 days from signature or the latest effective date that is applicable to any required notification to interested parties and will remain in effect for one year from the effective date, or until such earlier time as the Department's published delegations of authority have been revised to incorporate the provisions of this Memorandum.

SONNY PERDUE  
Secretary