

U.S. DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 20250

DEPARTMENTAL REGULATION		Number: 1043-48
SUBJECT: USDA Technology and eGovernment Customer Advisory Council	DATE: October 21, 2003	
	OPI: Office of the Chief Information Officer	

1 **PURPOSE**

The Advisory Council shall provide advice and recommendations on the strategy, planned development, deployment, and implementation of technology solutions across the Department of Agriculture (USDA), including eGovernment initiatives and other IT investments that impact USDA customers, employees, agricultural markets, and mission areas.

2 **SPECIAL INSTRUCTIONS**

- a This Advisory Council will expire 2 years from the date of filing.
- b To ensure that the recommendations of the Advisory Council have taken into account the needs of the diverse groups served by the USDA, membership shall include, to the extent practicable, individuals with demonstrated ability to represent minorities, women, and persons with disabilities.

3 **OFFICERS AND MEMBERSHIPS**

- a The Advisory Council shall be composed of nine members appointed by the Secretary.
- b The Secretary shall appoint members that have an extensive background in: 1) the mission areas of USDA (such as agriculture production and research, natural resource conservation, food safety, etc.), and 2) the management and use of information and information technology required to deliver USDA programs (such as geographic information systems, production agriculture, electronic loan and grant systems, general computer hardware, software, and networks, etc.). The Secretary may appoint USDA employees to the Advisory Council.

- c The Secretary shall designate a Chairperson from the members appointed that has significant leadership experience.

4 DUTIES

The Advisory Council shall provide advice and recommendations on the strategy, planned development, deployment, and implementation of technology solutions across the Department of Agriculture (USDA), including eGovernment initiatives and other IT investments that impact USDA customers, employees, agricultural markets, and mission areas.

5 ESTIMATED ANNUAL OPERATING COSTS

- a Members of the Advisory Council shall serve without compensation.
- b Annual operating costs are estimated to be \$38,000 and 30 percent of a staff year of support. These costs do not include expenses of participants.

6 NUMBER OF MEETINGS

It is estimated that the Advisory Council will hold four meetings annually.

7 REPORT/ SUPPORT

- a Not later than May of each year, the Advisory Council will report its findings from the review and evaluation to the Chief Information Officer and the Secretary.
- b The Advisory Council reports to the Secretary through the Chief Information Officer.
- c Administrative and financial support of the Advisory Council is provided by the Office of the Chief Information Officer.

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