

DEPARTMENTAL MANAGEMENT

DEPARTMENTAL ADMINISTRATION

Purpose Statement

Departmental Administration (DA) was established to provide management leadership to ensure that the U.S. Department of Agriculture's (USDA) administrative programs, policies, and advice, meet the needs of USDA program organizations and are consistent with laws and mandates. DA's functions include: Human Resources Operations, Executive Services, Budget and Financial Management for appropriated and non-appropriated funds, the Washington Communications and Technology Services, Procurement Operations and other management programs, such as audit compliance and Department-wide compliance with the Freedom of Information Act (FOIA). The administrative law functions and the Judicial Officer have been placed within DA for administrative purposes.

The majority of DA's functional activities are located in Washington, D.C. As of September 30, 2010, there were 418 full-time permanent employees under DA. These employees were assigned as follows (DA Direct Appropriation, DA Reimbursement, Working Capital Fund and the Office of Executive Secretariat):

<u>Location</u>	<u>Full-Time Permanent</u>
Washington, D.C.:	
DA (Direct & Reimbursement)	254
DA WCF	116
Office of Executive Secretariat	<u>21</u>
Subtotal	391
Field Units:	
DA (Direct & Reimbursement)	<u>27</u>
Total	418

Government Accountability Office Reports

GAO-450760	January 2011	OPM-Worklife Programs
GAO-250536	September 2010	Office of Small and Disadvantaged Business Management Practices

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Available Funds and Staff Years2010 Actual and Estimated 2011 and 2012

Item	2010 Actual		2011 Estimated		2012 Estimated	
	Amount	Staff Years	Amount	Staff Years	Amount	Staff Years
Salaries and Expenses.....	\$41,217,543	152	\$41,319,000	176	\$48,787,000	158
Transfer from CCC.....	2,000,000	--	2,000,000	--	2,000,000	--
Transfer to OHSEC.....	--	--	-2,413,000	-10	--	--
Transfer to FAS.....	--	--	--	--	-13,000,000	--
Biobased Labeling Program User Fees....	--	--	--	--	1,000,000	--
Unobligated Balance.....	101,457	--	--	--	--	--
Total, Salaries and Expenses.....	43,319,000	152	40,906,000	166	38,787,000	158
<u>Obligations under other</u>						
<u>USDA appropriations:</u>						
<u>Departmental Administration:</u>						
Radiation Safety.....	947,082	6	--	--	--	--
Homeland Security Activities.....	16,351,545	31	1,066,000	2	1,066,000	2
HR Training/Software.....	1,040,209	--	1,040,000	--	1,040,000	--
Flexible Spending Acct.....	2,539,718	--	2,540,000	--	2,540,000	--
Biobased Products	351,751	--	357,000	--	357,000	--
Honor Awards.....	66,902	--	80,000	--	80,000	--
Drug Testing.....	213,045	--	100,000	--	100,000	--
Shuttle Services.....	374,444	--	400,000	--	400,000	--
TARGET Center.....	933,999	3	947,000	3	947,000	3
Visitor Center/People's Garden.....	752,437	4	1,050,000	4	1,050,000	4
Deepwater Horizon.....	216,066	--	--	--	--	--
OSDBU Reimbursements.....	500,000	--	--	--	--	--
Operations Center.....	2,311,958	7	--	--	--	--
Interpreter Service.....	793,348	2	1,244,000	2	1,244,000	2
IT Support Services.....	38,654	--	40,800	--	40,800	--
FSA Settlement Costs.....	598,732	--	1,000,000	--	1,000,000	--
Misc. Reimbursements.....	197,417	3	207,000	1	207,000	1
Management Services Reimbursement.....	5,047,948	30	5,169,000	21	5,169,000	23
Personnel Details.....	96,159	1	--	--	--	--
Overseas Deployment.....	656,809	10	--	--	--	--
Diversity Council.....	100,249	--	458,000	--	458,000	--
OSEC Driver.....	102,793	1	100,000	1	100,000	1
WCF Admin. Support Cost.....	5,115,088	21	5,557,000	24	5,557,000	24
Total, DA Reimbursements.....	39,346,353	119	21,355,800	58	21,355,800	60
<u>Working Capital Fund a/:</u>						
Administration (USDA)	39,657,581	116	44,115,000	175	41,180,000	175
Executive Secretariat (USDA)	2,994,729	21	3,968,000	24	3,983,000	24
Administration (Non-USDA)	2,246,719	0	1,155,000	0	1,174,000	0
Total, Working Capital Fund.....	44,899,029	137	49,238,000	199	46,337,000	199
Total Departmental Administration.....	127,564,382	408	111,499,800	423	106,479,800	417

a/ This section only includes WCF activities managed by DA. Please refer to the WCF Explanatory Notes for more details about the WCF.

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Permanent Positions by Grade and Staff Year Summary
2010 Actual and Estimated 2011 and 2012

Grade	2010			2011			2012		
	Wash DC	Field	Total	Wash DC	Field	Total	Wash DC	Field	Total
Senior Executive Service	7	--	7	6	--	6	6	--	6
AL-3	2	--	2	2	--	2	2	--	2
AL-2	1	--	1	1	--	1	1	--	1
SL-1	1	--	1	1	--	1	1	--	1
GS-15	36	1	37	30	1	31	35	1	36
GS-14	79	3	82	59	3	62	59	3	62
GS-13	48	17	65	37	17	54	47	17	64
GS-12	41	2	43	33	2	35	33	2	35
GS-11	15	2	17	14	2	16	14	2	16
GS-10	8	--	8	8	--	8	8	--	8
GS-9	24	1	25	19	1	20	21	1	22
GS-8	8	--	8	8	--	8	8	--	8
GS-7	8	--	8	8	--	8	8	--	8
GS-6	3	--	3	3	--	3	3	--	3
GS-5	3	1	4	3	1	4	3	1	4
GS-4	1	--	1	1	--	1	1	--	1
Ungraded Pos.	5	--	5	5	--	5	5	--	5
Total Permanent Positions	290	27	317	238	27	265	255	27	282
Unfilled Positions end-of-year	-14	--	-14	-41	--	-41	-64	--	-64
Total, Permanent Full-time Employment, end-of-year	276	27	303	197	27	224	191	27	218
Staff Year Estimate	244	27	271	197	27	224	191	27	218

Note: This chart includes DA Direct and DA Reimbursement positions. For WCF financed positions, please refer to the WCF Explanatory Notes for more details. The decrease in FY 2011 from FY 2010 reflects the transfer of 10 appropriated FTEs and 30 reimbursement FTEs to OHSEC.

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MOTOR VEHICLE FLEET DATA

SIZE, COMPOSITION AND COST OF MOTOR VEHICLE FLEET

The 2012 budget estimates propose no additional vehicles.

Departmental Administration (DA) uses vehicles to support the mission of providing customer support to the USDA offices in the Washington, D.C. metro area. DA provides mail and courier services, facility management, disposal of excess property, and transportation of forms, publications, and supplies. In addition, DA provides executive chauffeur services to the Office of the Secretary, and other executive staff members at USDA.

The Central Mail Unit supports DA's mission by providing daily scheduled and unscheduled pick-up and delivery service of mail to 18 USDA satellite locations throughout the Washington, D.C. metropolitan area, including suburban Maryland and Virginia. Vehicles are also used for scheduled service to Capitol Hill, the Executive Office Buildings, and to the Office of the Federal Register. As needed, vehicles are used for transporting employees to special conferences and/or meetings within the local area. The Beltsville Service Center moves excess equipment and furniture between USDA offices and the warehouse, and picks up surplus property for disposal from various other Federal agencies in the Washington metropolitan area; operates a shipping and receiving facility; provides forms and publications acquisition, management, warehousing and worldwide distribution; and general office supply acquisition, warehousing and sales. In addition to providing transportation services to a limited number of Departmental executives attending meetings in the Washington-metro area, DA also provides emergency transportation services as needed.

DA leases sedans and vans from the General Services Administration (GSA) and commercial companies for transporting employees.

Changes to the motor vehicle fleet. No changes are proposed to the fleet.

Replacement of passenger motor vehicles. Departmental Administration will follow GSA regulatory vehicle replacement standards which are three years or 60,000 miles. Vehicle replacement is based on funding priority, program management, vehicle mileage, and vehicle age.

Impediments to managing the motor vehicle fleet. There are no identified impediments to managing the motor vehicle fleet in the most cost-effective manner. A major cost of managing the fleet is the cost of fuel. In the past three years, the cost of gasoline and ethanol has risen dramatically. DA is committed to using E85 as an alternative to gasoline to support the Departments' goal of increasing alternative fuels procurement and requires all newly leased or purchased vehicles to be E85 compatible if available for the vehicle type.

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MOTOR VEHICLE FLEET DATA

Size, composition and cost of agency motor vehicle fleet as of September 30, 2010, are as follows:

Size, Composition, and Annual Cost
(In thousands of dollars)

Fiscal Year	Number of Vehicles by Type							Total Number of Vehicles	Annual Operating Cost (\$ in thou)
	Sedans and Station Wagons	Light Trucks, SUVs and Vans		Medium Duty Vehicles	Ambulances	Buses	Heavy Duty Vehicles		
		4X2	4X4						
FY 2009	5	19	5	0	0	0	0	29	\$183
Change from 2009	-2	-1	+1	+5	0	0	0	0	\$7
FY 2010	3	18	6	5	0	0	1	33	\$190
Change from 2010	0	0	0	0	0	0	0	0	\$11
FY 2011	3	18	6	5	0	0	1	33	\$201
Change from 2011	0	0	0	0	0	0	0	0	\$17
FY 2012	3	18	6	5	0	0	1	33	\$218

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Appropriation Language

For Departmental Administration, \$35,787,000, to provide for necessary expenses for management support services to offices of the Department and for general administration and other miscellaneous supplies and expenses not otherwise provided for and necessary for the practical and efficient work of the Department: Provided, That this appropriation shall be reimbursed from applicable appropriations in this Act for travel expenses incident to the holding of hearings as required by 5 U.S.C. 551-558: Provided further, That of the funds made available under this heading, \$6,500,000 is for strengthening the Department's acquisition workforce capacity and capabilities: Provided further, That with respect to the previous proviso, such funds shall be available for training, recruitment, retention, and hiring members of the acquisition workforce as defined by the Office of Federal Procurement Policy Act, as amended (41 U.S.C. 401 et seq.): Provided further, That with respect to the second proviso, such funds shall be available for information technology in support of acquisition workforce effectiveness or for management solutions to improve acquisition management.

Lead-off Tabular Statement

Annualized Continuing Resolution, 2011	\$41,319,000
Budget Estimate, 2012	<u>35,787,000</u>
Change in Appropriation	<u>-5,532,000</u>
Adjustments in 2011:	
Continuing Resolution:	\$41,319,000
Transfer funding & 10 FTEs to OHSEC a/	<u>-2,413,000</u>
Adjusted base for 2011	38,906,000
Budget Estimate, Current Law, 2012	<u>35,787,000</u>
Decrease below adjusted 2011	<u>-3,119,000</u>

a/ The transfer is the result of the transformation of USDA and reflects reassigned Office of Security Services positions to the Office of Homeland Security and Emergency Coordination along with the Mission Area Vulnerability Assessments and Personnel Background Investigation functions.

Summary of Increases and Decreases
(On basis of appropriation)

<u>Item of Change</u>	<u>2011</u> <u>Estimated</u>	<u>Program</u> <u>Changes</u>	<u>2012</u> <u>Estimated</u>
Departmental Administration	\$38,906,000	-\$3,119,000	\$35,787,000

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Project Statement
(On basis of appropriation)

	<u>2010 Actual a/</u>		<u>2011 Estimated</u>		<u>Increase or Decrease</u>	<u>2012 Estimate</u>	
	<u>Amount</u>	<u>Staff Years</u>	<u>Amount</u>	<u>Staff Years</u>		<u>Amount</u>	<u>Staff Years</u>
Departmental Administration.....	\$41,217,543	152	\$38,906,000	166	-\$3,119,000	\$35,787,000	158
Unobligated Balance.....	+101,457	--	--	--	--	--	--
Total Appropriation.....	41,319,000	152	38,906,000	166	-3,119,000	35,787,000	158

Justifications for Increases and Decreases

- (1) A net decrease of \$3,119,000 for Departmental Administration (\$38,906,000 available in 2011) consisting of:

- a) An increase of \$6,500,000 for training, recruitment, retention, and hiring members of the acquisition workforce as defined by the Office of Federal Procurement Policy Act

The President's March 4, 2009, Memorandum on Government Contracting, identifies acquisition workforce development as a pillar for strengthened agency acquisition practices and improved government performance. This funding will be used for training, recruitment, retention, and hiring members of the acquisition workforce as defined by the Office of Federal Procurement Policy Act, as amended (41 U.S.C. 401 et seq.). Currently, only 33 percent of the members of the USDA acquisition workforce qualify for federal certification as contracting officers. This is a serious deficiency that this funding will address through the required education and training plan. The funding will also assist in lowering the high rate of attrition in the USDA acquisition workforce, approximately 15 percent, compared to the USDA overall attrition rate of 6 percent to 8 percent. In FY 2010, USDA had approximately 636 contracting officers and approximately 74,000 contract actions. The funds will also be available for information technology in support of acquisition workforce effectiveness or for management solutions to improve acquisition management.

The goal is to use funding in four distinct areas: Acquisition internship program, training/education for acquisition personnel, developing a knowledge management system, and improvements to the procurement system.

- b) An increase of \$3,081,000 for Human Resources Transformation Initiatives and Veterans Hiring Program

USDA provides leadership on food, agriculture, and natural resources based on sound policy, the best available science and effective management. USDA has initiated a major transformation with Office of Human Resource Management (OHRM) to be more responsive to the Department's long-term strategic human capital needs. Additional resources are needed to respond to these challenges.

The Secretary's initiative on cultural transformation translated into a Transformation work group that identified five high-priority programs within OHRM: Recruitment; Diversity; Labor-Relations; Wellness and Work-Life and Veterans Employment.

The Recruitment Program will create and administer one USDA-wide recruitment and outreach strategy for employees allowing for a coordinated effort in its recruitment activities, measurement and

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tracking of recruitment success rates as well as provide a cost effective Department recruitment program unlike the Office of Advocacy and Outreach that consists of organizational units such as Socially Disadvantaged Farmers Group, Small Farms and Beginning Farmers and Ranchers and Farm Work Coordinator. The Veterans Employee Program Manager will lead the Department's Veteran Hiring Program to comply with Executive Order 13518, Employment of Veterans in the Federal Government.

The Diversity Program will provide agency coordinators with the support and advice necessary to implement cost-effective diversity strategies and initiatives to include hosting of recruiting events and activities to promote diversity. USDA management will expand to include planning, assessment and reporting related to the U.S. Equal Employment Opportunity Commission's Management Directive 715 (MD-715).

Executive Order 13522-Creating Labor-Management Forums to Improve Delivery of Government Services, mandates Agencies to "establish a cooperative and productive form of labor-management relations throughout the executive branch that will promote satisfactory labor relations and improve the productivity and effectiveness of Federal Government." To address this requirement, OHRM will hold several Labor-Management forums to discuss a wide range of labor issues. These issues include: the structure and roles of Department-level labor management; establishing baseline measurements and metrics to measure outcomes; and pre-decisional involvement in management decisions making. Well and Work-Life will work with the Office of Personnel Management who launched a new Healthier Feds Initiative to ensure a healthier Federal workforce by working toward the OPM goal of 75 percent of all worksites offer comprehensive worksite wellness programs utilized by 75 percent of employees. This program is designed to increase employee satisfaction and morale and to prepare current USDA employees, supervisors and Human Resource Professionals to successfully implement a work/life strategy that meets the legislative and regulatory requirements. USDA transit subsidy will meet standard requirements which will reduce traffic consumption, pollution and improve employee morale.

Currently these activities are being funded through assessments to USDA agencies, which takes funding away from mission essential activities. The funding shift would provide stability for the program and avoid the need for annual reimbursable agreements from the from the user agencies. USDA has made a beginning with limited resources via agency reimbursements to do the initial setup for these programs; should this request be approved, these reimbursements would be discontinued. The desired outcome of these activities is to integrate and streamline diversity and recruitment initiatives to cut costs and increase effectiveness including:

- Ensuring accountability of top leadership into all diversity and recruitment plans;
- Establishing collaborative relationships with National Employees Organizations to set the tone for effective and efficient diversity outreach and recruitment initiative;
- Increasing application for students and candidates for employment in underrepresented groups through USDA;
- Increasing application and participation of underrepresented groups in career development opportunities;
- Increasing application and participation of underrepresented groups in SES CDP and SES positions;
- Increasing participation of underrepresented groups in coaching and mentoring programs;
- Increasing outreach and recruitment initiatives to target underrepresented groups;
- Increasing Veterans Hire to exceed OPM's goal;

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- Increasing the Hiring of Individuals with Targeted Disabilities to meet and exceed the Federal goal of 2 percent;
- Creating one stop automation application process to manage an annual student intern program of over 8,000 interns (current process is disjointed and manual);
- Creating a valid and reliable employee exit survey to collect data for over 26,000 separations annually;
- Collecting and analyzing workforce data to make management decisions and succession planning based on meeting the Civilian Labor Force;
- Increasing advertisement and marketing to underrepresented and underserved groups of USDA opportunities via various media; and
- Participating in National outreach and recruitment with all USDA diversity partners and employee organizations.

c) An increase of \$300,000 for a BioPreferred Audit for Labeling Program

This funding will provide the necessary resources to allow limited auditing in the first full year of the BioPreferred labeling program. With a limited audit program of the BioPreferred label, USDA can increase confidence that the information received from manufacturers and vendors regarding biobased product content, performance, and environmental impact is accurate and complete. As a result, the integrity and credibility of the label will be higher than that which would occur in the absence of an audit program.

The second element is designed to stimulate purchase of biobased products in the much larger consumer marketplace. USDA promulgated a final rule in January 2011 to establish the voluntary labeling program. USDA will begin accepting applications for label certification in February. The first labeled products should arrive on market shelves in the spring of 2011. In order to be effective in stimulating the consumer market and ensure the public maintains a high degree of trust in the label's credibility, USDA has established a partnership with ASTM International to provide independent third party certification of label applications and the biobased content testing associated with them. Effective monitoring and auditing of label certifications will buttress the front-end certification and help ensure public confidence in the label program. In this fashion, USDA can help achieve the biobased markets goals of the 2002 and 2008 Farm Bills.

d) A decrease of \$13,000,000 for agricultural reconstruction and stabilization activities in Afghanistan and Iraq

USDA support for agricultural reconstruction and stabilization activities in Afghanistan and Iraq is funded through DA and administered by the Foreign Agricultural Service (FAS) in fiscal year 2011 through a Reimbursable Agreement. In order to formalize the future funding for these activities in Afghanistan and Iraq, \$13 million is being moved to FAS for the fiscal year 2012 budget. This funding shift will provide stability for the program and avoid the need for annual reimbursable agreements.

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Geographic Breakdown of Obligations and Staff Years
2010 Actual and Estimated 2011 and 2012

	2010		2011		2012	
	Amount	Staff Years	Amount	Staff Years	Amount	Staff Years
District of Columbia	\$41,068,704	151	\$38,793,000	165	\$35,670,000	157
California	148,839	1	--	--	--	--
Colorado	--	--	113,000	1	117,000	1
Subtotal, Available or Estimate	41,217,543	152	38,906,000	166	35,787,000	158
Unobligated balance	+101,457	--	--	--	--	--
 Total, Available or Estimate	 41,319,000	 152	 38,906,000	 166	 35,787,000	 158

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Classification by Objects
2010 Actual and Estimated 2010 and 2011

	<u>2010</u>	<u>2011</u>	<u>2012</u>
Personnel Compensation:			
Washington, D.C.	\$15,623,361	\$17,383,000	\$19,102,000
Field.....	117,080	89,000	92,000
11 Total personnel compensation	15,740,441	17,472,000	19,194,000
12 Personnel benefits	4,267,590	4,738,000	5,255,000
Total pers. comp. & benefits.....	20,008,031	22,210,000	24,449,000
Other Objects:			
21 Travel and transportation of persons.....	368,281	112,000	156,000
22 Transportation of things	1,992	5,000	5,000
23.3 Communications, utilities, and misc. charges.....	667,410	618,000	714,000
24 Printing and reproduction.....	187,782	93,000	137,000
25.2 Other services	15,223,862	13,367,000	7,552,000
25.3 Purchases of goods and services from Government Accounts.....	4,207,918	2,355,000	2,631,000
26 Supplies and materials	269,892	105,000	115,000
31 Equipment.....	68,348	41,000	58,000
42 Insurance Claims and Indemnities	206,258	--	--
43 Interest	7,769	--	--
Total other objects.....	21,209,512	16,696,000	11,338,000
Total direct obligations.....	41,217,543	38,906,000	35,787,000
<u>Position Data:</u>			
Average Salary, ES positions	\$152,584	\$152,584	\$152,584
Average Salary, GS positions.....	\$94,530	\$96,030	\$92,587
Average Grade, GS positions	13.3	13.3	13.2

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STATUS OF PROGRAM

Current Activities:

Departmental Administration (DA) became part of Departmental Management (DM) pursuant to Secretary's Memorandum 1060-001 Reorganization of Departmental Staff Offices, Departmental Administration, and Assistant Secretary for Civil Rights, effective October 1, 2009. DM provides overall direction, leadership and coordination for the Department's management of human resources, ethics, property, procurement, hazardous materials management, facilities management, small and disadvantaged business utilization programs and the regulatory hearing and administrative proceedings conducted by the Administrative Law Judges, and the Judicial Officer. Activities of the offices that comprise DA follow:

Management Services (MS) provides executive leadership in administrative policies and operations that cut across the DM staff offices' activities functional lines. MS manages strategic planning, procurement and human resources operations, budget development and financial management activities; oversees DM's Freedom of Information Act Program; and investigates allegations of executive misconduct; and serves as the DM's internal Government Accountability Office and Office of Inspector General liaison. MS also provides leadership within DM for the implementation of Government-wide electronic solutions and provides an IT infrastructure that supports the staff offices.

The Office of Human Resources Management (OHRM) [formerly the Office of Human Capital Management and Office of Ethics] leads the Department-wide human resources initiatives to ensure that USDA's programs are staffed with the personnel necessary to meet program objectives. Under the Departmental Management reorganization, OHRM develops and administers Departmental principles, policies and objectives related to: organizational development, position classification, training and employee development, labor relations, performance management supporting strategic human resources management, and non-EEO mediation and alternative dispute resolution programs. These activities support USDA mission area agencies in the accomplishment of their goals and objectives by ensuring that human capital management goals and programs align with and support USDA's missions. This office also manages the Department-wide ethics program and provides responsive counseling and advice to all USDA employees; administers personal financial disclosure requirements on covered staff; provides training to USDA staff on various rules governing employee ethical conduct, conflicts of interest, and political activity; handles financial disclosure and ethics aspects of Presidential nominations requiring Senate confirmation; and acts as liaison with the White House Counsel's Office, the Office of Government Ethics, and the Office of Special Counsel on ethics issues.

The Office of Operations (OO) is responsible for Department-wide activities relating to facilities management services, security, and operational support for agencies and offices occupying USDA's Headquarters Complex, the George Washington Carver Center, and USDA-leased facilities in the National Capital Region. OO provides support in the following areas: engineering, architecture, space management, internal energy conservation, recycling, sustainable practices, physical security, occupational safety and health, accessible technology, reasonable accommodation interpreting services, and business services (e.g., mail, photocopying and duplication, general supply/equipment, excess personal property, forms and publication distribution, and warehouse services). The office also is responsible for the management and oversight of the Secretary's People's Garden Initiative and for the USDA Visitor's Center, which provide education and outreach to employees and the public.

The Office of Procurement and Property Management (OPPM) provides Department-wide leadership and management in acquisition, asset management, environmental stewardship, and employee health and safety. OPPM is an organizational leader delivering service, accountability, and stewardship across Departmental Management's priorities. OPPM is also responsible for the Hazardous Materials Management Program and manages the Department's BioPreferred Marketing Program.

The Office of Small and Disadvantaged Business Utilization (OSDBU) has primary responsibility for leading the implementation of the Department's small business program, providing maximum opportunity for small and disadvantaged, HUBZone, women-owned, veteran-owned, and service disabled veteran-owned businesses to participate in USDA contracting processes and to fully integrate small business into all aspects of USDA contracting and program activities. OSDBU ensures that the Department implements the Ability One Program (Javits-Wagner-O'Day Act Program) which encourages contracting with nonprofit agencies that hire people who are blind or severely disabled.

The Office of Administrative Law Judges (OALJ) conducts rule making and adjudicatory hearings throughout the United States in proceedings subject to the Administrative Procedure Act (APA), 5 U.S.C.554 *et seq.* The Judges render initial decisions and orders that become final decisions of the Secretary if not appealed to the Secretary's Judicial Officer by a party to the proceedings.

The Office of the Judicial Officer (OJO) serves as final deciding officer in regulatory proceedings of a quasi-judicial nature, including appeals from the administrative law judges' initial decisions and reparation proceedings under the Perishable Agricultural Commodities Act and the Packers and Stockyards Act. Any party to a proceeding may appeal an administrative law judge's initial decision to the Judicial Officer. The Judicial Officer also rules on questions certified by the administrative law judges. Oral argument before the Judicial Officer is discretionary.

Selected Examples of Recent Progress:

The Office of the Judicial Officer (OJO) has issued 433 reparation decisions under the Perishable Agricultural Commodities Act and the Packers and Stockyards Act. In addition, the Judicial Officer has issued decisions and rulings in fiscal year 2010 as follows:

Agricultural Marketing Agreement Act	4
Animal Quarantine Act	7
Animal Welfare Act	46
Federal Crop Insurance Act	2
Horse Protection Act	1
Inspection and Grading	22
Packers and Stockyards Act	2
Perishable Agricultural Commodities Act	3
Plant Quarantine Act	<u>1</u>
Total	88

The Office of Human Resources Management (OHRM) implemented numerous strategic human resources initiatives at both the Departmental and mission area levels. Each initiative required significant collaboration with stakeholders both external and internal to the Department. Key accomplishments are: 1) Developed USDA-wide strategy to improve employee satisfaction as part of the Administration's "Hiring Reform'09" initiatives; 2) Continued progress and success in closing occupational competency gaps throughout USDA. Gap closure was achieved on all 20 mission critical occupations; and 3) Improved the use of human resource hiring flexibilities for employee appointments throughout USDA. Additionally, this office assisted the outgoing Administration by providing post-employment and negotiation for employment training for more than 200 officials, reviewed and certified more than 250 termination financial disclosure reports, created more than 100 recusal letters, provided specific advice to more than 100 former Administration officials, and provided specific post-government employment counseling to dozens of former officials. The office created on its web site a sample New Entrant Financial Disclosure Report to assist new appointees in properly preparing their initial report. It produced "Self-Help" modules that allowed new political personnel to walk their way through the Obama Ethics Pledge and gift rules relating to official travel and event invitations. The office worked with the White House Liaison to develop and mandate completion by incoming appointees of a 4-hour ethics course curriculum to be completed in their first year. In addition, the office developed an Advance Person's Questionnaire to assist political appointees in avoiding complicated ethics issues by addressing recurring issues in advance of events, travel, etc.; developed an assistant's questionnaire to document the official necessity for junior political appointees accompanying Presidential appointees at partisan political activities during duty hours; provided ethics training to 98 percent of over 200 incoming appointees; and provided classroom training to incoming Farm Service Agency State Executive Directors

and Rural Development State Directors. As a result, USDA appointees have taken an average of 2.7 hours of ethics training. [Regulatory requirement is 1 hour.] Additionally, this office worked with the White House Counsel, U.S. Office of Government Ethics and Senate Agriculture Committee Staff to clear for nomination 15 Presidential appointees [as well as 4 other nominees whose nominations were dropped]; reviewed more than 250 incoming political appointee reports, provided over 300 email and written advisories to political appointees, and answered thousands of verbal questions on ethics. Finally, this office received, reviewed and certified over 400 public and 16,000 confidential financial disclosure reports from career officials.

In fiscal year (FY) 2010, OHRM established the USDA Virtual University focused on the aspects of cultural transformation related to employee engagement and increasing employee satisfaction related to developing professional excellence and career advancement to achieve USDA succession planning, diversity and program objectives. The Virtual University establishes policies and provides training and employee development for student interns, and USDA employees, supervisors, and leaders. The Virtual University has developed Departmental Regulations and tools on Individual Development Plans and mentoring, as well as a Detail Registry. Training on these policies and tools, as well as telework will be provided to USDA employees and supervisors. The Virtual University also developed a program proposal for the Senior Executive Service Candidate Development Program that is awaiting final approval from OPM.

The Office of Operations (OO) transitioned the George Washington Carver Center Health Unit from in-house operations to Federal Occupational Health (part of the Department of Health and Human Services, the health provider to Federal agencies), and prepared for the seasonal/ H1N1 flu vaccine available at no cost to all USDA/Contractor employees. The Health Units at the Washington, DC Headquarters and the George Washington Carver Center conducted twice-weekly allergy clinics and weekly blood pressure clinics. These clinics at or near the workplace reduce the time employees needing allergy shots and blood pressure monitoring need to be away from work. Several health screenings were provided for employees, including echocardiogram, stroke, osteoporosis, cancer, diabetes, vision acuity and glaucoma. The Health Units also conducted blood screenings to test for cholesterol levels, prostate cancer, ovarian cancer and a variety of other conditions. In total, the two Health Units received 12,834 employee visits, including 85 for emergency conditions. Six Red Cross blood drives were conducted. The Medical Officer reviewed medical records for employees who work with toxic substances, for disability retirements, reasonable accommodations, and pre-employment.

The Office of Procurement and Property Management (OPPM) FY 2010 procurement achievements include:

- Acquisition Savings: USDA set a target to reduce contract spending by 3.5 percent (\$86 million) in FY 2010. As a result, USDA reduced contract spending by \$68.5 million in FY 2010. OPPM is working with agencies to develop a strategy to achieve the FY 2011 savings goal of \$173 million, or a 7 percent reduction.
- Reduction of High Risk Contracts: USDA continues to be a leader across the Government in minimizing high risk contracts, having the lowest percentage of high risk contracts relative to contract dollars obligated of any executive agency. In FY 2010, USDA reduced high risk contracts by \$57 million, or 22.15 percent, exceeding the FY 2010 goal by \$30 million.
- Acquisition Workforce Improvements: USDA increased the number of acquisition workforce members with certifications from 19.2 percent in FY 2009 to 32.7 percent in FY 2010. In addition, OPPM evaluated the Department of Veterans Affairs Acquisition Academy and the Department of Interior acquisition intern program to develop best practices and potential partnerships for developing an effective intern training model.
- System Improvements: USDA's Integrated Acquisition System (IAS) migrated to an upgraded hosting environment at the National Finance Center (NFC) in FY 2010. This upgrade addressed serious system and capacity issues that created bottlenecks and long wait times for acquisition professionals.

OPPM's FY 2010 energy initiatives accomplishments include:

- BioPreferred Program: OPPM promoted greening procurements by designating additional biobased product categories that will bring the total number of designated biobased item groups to 50.
- USDA is actively pursuing environmentally sound practices to advance sustainability and reduce greenhouse gas emissions as established in our Strategic Sustainability Performance Plan. FY 2010

achievements include: 1) completed employee commuter surveys to assess GHG emissions; 2) achieved the Energy Independence and Security Act Section 432 requirement for performing energy and water evaluations for at least 50 percent of USDA's covered facilities; 3) Completed training for over 250 USDA employees through participation in the Federal Energy Management Program Energy/Water Training Seminars and the 2010 GovEnergy Conference; and 4) developed a draft GHG and Petroleum Reduction Handbook to be used as a tool to identify and strategize USDA petroleum reduction, GHG reduction, and increased alternative fuel use.

- Deepwater Horizon Oil Spill: OPPM played an integral part in the Deepwater Horizon Oil Spill by providing guidance and planning advice directly after the oil spill occurred in April 2010. OPPM personnel were detailed to work under Office of Homeland Security and Emergency Coordination (OHSEC) to support research, decision and clean-up phases. OPPM is leading the effort to recognize key personnel that worked diligently during this effort and to reach out to the field to collect lessons learned for future disasters.

The Office of Small and Disadvantaged Business Utilization (OSDBU) worked closely with USDA's senior management and contracting offices and actively assisted in the acquisition process by reviewing all planned acquisitions not already set aside for small business competition; and made recommendations for small business set-aside acquisition strategies. In addition to increased accountability for USDA program executives, OSDBU implemented an aggressive outreach program to identify small businesses that offer solutions to USDA program and operational requirements and challenges. While the overall Government-wide goal is 23 percent of annual small business prime contract awards, in FY 2010, USDA awarded over 55 percent of the Department's prime contracts to small businesses, totaling \$3.3 billion. USDA agencies made a concerted effort to direct contracts to Service Disabled Veteran-Owned Small Business (SDVOSB) with an increased number of prime contract awards to these firms over the preceding year. Overall, during FY 2010, USDA provided \$169 million of its contracting dollars or 2.8 percent to SDVOSBs.

The Office of Administrative law Judges (OALJ) conducted 156 hearings (including several rulemaking hearings). The hearings ranged from less than a day to six weeks. OALJ judges issued 175 initial decisions, 27 default decisions, 73 consent decisions and 73 miscellaneous orders and decisions, for a total of 348 dispositions during the year. 456 complaints and petitions were filed with the office during the fiscal year.

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Summary of Budget and Performance
Statement of Goals and Objectives

DA has one strategic goal and three strategic objectives that contribute to all of the strategic goals of the Department.

USDA Strategic Goal	DM Strategic Goal	Agency Objectives	Programs that Contribute	Key Outcome
DA supports all USDA strategic goals	DM Goal 1: Provide effective policy, services, and coordination DM Goal 2: Ensure that all USDA programs and activities are accessible and accountable	<u>Objective 1.3</u> Provide value-added products, services and solutions to USDA <u>Objective 2.3:</u> Provide oversight and ensure timely and accurate reporting to achieve accountability and resource stewardship.	Office of Procurement and Property Management	<u>Key Outcome 1:</u> Improve contract performance, ensure high quality services, and reduce risks of nonperformance for future procurements
	DM Goal 3: Transform Departmental Management into a sustainable, high-performing organization	<u>Objective 3.1</u> Attract, develop and sustain a talented, diverse and collaborative workforce within Departmental Management.	Office of Human Resources Management	<u>Key Outcome 2:</u> Through training and development, prepare current USDA employees, supervisors, leaders and student interns for professional excellence and career advancement to achieve USDA succession planning, diversity, and program objectives

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Selected Accomplishments Expected at the FY 2012 Proposed Resource Level:

Key Outcome 1: Improve contract performance, ensure high quality services, and reduce risks of nonperformance for future procurements.

In 2012, the entire USDA acquisition workforce will participate in necessary and mandatory training. Training will be offered for Program Managers, Contracting Officer's Technical Representatives (COTR), and for GS-1102 contracting staff to meet the Federal Acquisition Certification program requirements. To date, thirty-three percent of USDA's acquisition workforce qualify for federal certification as contracting officers through the required training. This funding will ensure that additional acquisition personnel obtain the required training for certification. Additional training will be offered on such topics as debarment and suspensions, leadership, and past performance training. System improvements such as the Acquisition Workforce training tracking system will keep track of completion of courses and certification programs for the acquisition workforce. USDA also plans to provide hands-on web-based (webinar) procurement training for those in the field. Training and system improvements will result in a certified and well-trained acquisition workforce and will reduce the risk of non-performance and poor results in future procurements. USDA acquisition personnel will be better equipped to identify additional contract saving opportunities, avoid unnecessary costs and ensure that past performance evaluations are conducted. The addition of a knowledge management system will improve communications, leverage best practices, and generally improve the overall knowledge and effectiveness of the acquisition workforce.

Further cost avoidances will be realized through the use of strategic sourcing initiatives, better negotiations skills attained through training and improved contract monitoring that will reduce contract cost overruns. The development of new policies and revision of existing policies will result in consistent acquisition practices, improved contract integrity, better contract performance monitoring and an expedited procurement process, thus ensuring that contracts are awarded when needed at a fair cost.

Key Outcome 2: Through Training and development, prepare current USDA employees, supervisors, leaders and student interns for professional excellence and career advancement to achieve USDA succession planning, diversity, and program areas. These are areas as indicated by the Federal Employee Viewpoint survey that need improvement. Without adequate employee development, employee performance is impacted negatively, the USDA mission is not fully accomplished, and optimum service to the USDA's program participants is not achieved. The outcomes associated with employee training and development will ensure that USDA has a pipeline of leaders to ensure effective mission delivery and that employees provide the best mission delivery to meet USDA customer needs. With this funding level, OHRM will begin to establish policies, provide program oversight and training, and ensure accountability through regular reporting for the following employee development, supervision, leadership and training programs:

- USDA will have a diverse and talented group of leaders who can meet the succession planning needs of USDA on an ongoing basis.
- USDA will have an increased number of employees who have Individual Development Plans (IDP's) to develop their skills to improve mission delivery and to increase their job satisfaction and performance to serve the public.
- USDA will have formal mentoring programs to meet Federal regulatory requirements, and to develop the skills of employees and to improve their job satisfaction and performance to serve the public.
- USDA will have developmental details open to all employees to develop job performance skills and to increase employee satisfaction.

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- USDA will have oversight for the President's Management Fellows Program to ensure that Federal regulatory requirements are followed and that employees participating in the program are prepared to meet succession planning needs.

Benefits to USDA and program participants:

USDA will have a diverse group of individuals who are being developed to fill succession planning needs for senior executives. This will result in greater diversity among USDA's senior executives and this greater diversity will reflect the population that USDA serves. A more diverse leadership will have a better understanding of the overall scope of program needs and will better connect with the full range of program participants.

- USDA senior leaders will have regular networking and education activities so that they maintain their competitive edge for senior leadership positions leading to greater performance in serving the public.
- Employee satisfaction will increase as a result of development from IDP's mentoring and details that will result in providing better performance that will have a positive impact on customer service to the USDA program participants.
- USDA agencies will have a regular pipeline of talented and certified graduates of the President's Management Fellow Program to meet succession planning needs related to managing and leading human resources programs. The Agencies program will be compliant with OPM regulations. These human resources programs are critical to ensure that USDA continues to have the talent that is needed to accomplish its mission effectively and serve its customer's needs.

Summary of Budget and Performance
Key Performance Outcomes and Measures

Goal 1: Provide effective policy, services, and coordination.

Goal 2: Ensure that all USDA programs and activities are accessible and accountable.

Key Outcome 1: Improve contract performance, ensure high quality services, and reduce risks of nonperformance for future procurements.

Performance Measure 1.1 Increase the number of USDA GS-1102 contracting staff with Federal Acquisition Certification – Contracting (FAC-C) certifications by 30 percent by FY 2014.

Performance Measure 1.2 Implement internship program for the acquisition career field

Performance Measure 1.3 Create knowledge-based work system for procurement

Performance Measure 1.4 Provide training and education for the acquisition workforce/acquisition system improvement

Goal 3: Transform Departmental Management into a sustainable, high performing organization.

Key Outcome 2: Through training and development, prepare current USDA employees, supervisors, leaders, and student interns for professional excellence and career advancement to achieve USDA succession planning, diversity, and program objectives.

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Key Performance Measures:

- Performance Measure 2.1 Increase the percentage of SES CDP candidates who are selected into SES positions.
- Performance Measure 2.2 Increase the percentage of employees with an active Individual Development Plan.
- Performance Measure 2.3 Increase the percentage of employees participating in a mentoring program
- Performance Measure 2.4 Increase the percentage of employees who have participated in a detail assignment for development purposes.
- Performance Measure 2.5 Number/career progress of workforce interns.

Selected Past Accomplishments toward Achievement of the Key Outcome:

In 2010, USDA's Procurement Council meetings were re-established whereby USDA agency procurement directors meet monthly to discuss procurement, policy, and system issues impacting the acquisition workforce. USDA was unable to meet its FY 2010 savings goals of 3.5 percent reduction in spending and 10 percent reduction in high risk contracts as established in the OMB Memorandum M-09-25, Improving Government Acquisition, dated July 29, 2009.

There are no past accomplishments for the OHRM key outcomes, as OHRM was restructured in fiscal year 2010 and is requesting new funding for its initiatives.

DEPARTMENTAL MANAGEMENT
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Summary of Budget and Performance
Full Cost by Strategic Goal

Strategic Goal: Provide effective policy, services, and coordination; Ensure that all USDA programs and activities are accessible and accountable; Transform Departmental Management into a sustainable, high-performing organization.

		(Dollars in Thousands)		
		<u>2010</u>	<u>2011</u>	<u>2012</u>
Salaries & Benefits		\$20,008	\$22,210	\$24,449
Administrative Costs (Direct)		21,210	16,696	11,338
	Total Costs	<u>41,218</u>	<u>38,906</u>	<u>35,787</u>
	FTEs	152	166	158
Performance Measure 1.1: Increase the number of USDA GS-1102 contracting staff with Federal Acquisition Certification – Contracting (FAC-C) certifications by 30 percent by FY 2014				
	BY Performance	N/A	238	262
Performance Measure 1.2 Implement internship program for the acquisition career field				
	BY Performance	N/A	N/A	10
Performance Measure 1.3 Create knowledge-based work system for procurement				
	BY Performance	N/A	N/A	N/A
Performance Measure 1.4 Provide training and education for the acquisition workforce				
	BY Performance	N/A	N/A	N/A
Performance Measure 2.1: Increase the percentage of SES CDP candidates who are selected into SES positions				
	BY Performance	N/A	30%	40%
Performance Measure 2.2: Increase the percentage of employees with an active Individual Development Plan.				
	BY Performance	N/A	35%	50%
Performance Measure 2.3: Increase the percentage of employees participating in a mentoring program				
	BY Performance	N/A	10%	30%
Performance Measure 2.4: Increase the percentage of employees who have participated in a detail assignment for development purposes.				
	BY Performance	N/A	5%	10%
Performance Measure 2.5: Number/career progress of workforce interns				
	BY Performance	N/A	N/A	Recruit, hire and provide compensation for two interns

ADVISORY COMMITTEES

Language in the General Provisions of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act permits agencies funded in the Act to finance the activities of selected Committees that advise them from their own funds, subject to the limitation on total obligations for these Committees.

Provided below is a list of those Committees subject to this spending limitation and their funding levels for fiscal years 2010 and 2011.

USDA ADVISORY COMMITTEES		
Policy Area and Committee Title	2010 Actual	2011 Estimate
FOOD, NUTRITION, AND CONSUMER SERVICES:		
National Advisory Council on Maternal, Infant and Fetal Nutrition.....	\$41,294	\$50,000
FY 2010 Dietary Guidelines Advisory Committee.....	216,668	0
FOOD SAFETY:		
National Advisory Committee on Meat and Poultry Inspection.....	33,534	68,000
National Advisory Committee on Microbiological Criteria for Foods.	10,498	160,000
RESEARCH, EDUCATION, AND ECONOMICS:		
Forestry Research Advisory Council.....	54,185	65,000
Advisory Committee on Biotechnology and 21 st Century Agriculture.....	0	286,000
Advisory Committee on Agriculture Statistics.....	0	35,000
USDA/Hispanic Association of Colleges and Universities.....	25,359	23,000
MARKETING AND REGULATORY PROGRAMS:		
National Wildlife Services Advisory Committee.....	0	24,000
General Conference Committee on the National Poultry Improvement Plan.....	24,245	8,500
Advisory Committee on Animal Health.....	0	35,000
National Organic Standards Board.....	84,762	90,000
Fruit and Vegetable Industry Advisory Committee.....	69,569	70,000
Federal Grain Inspection Advisory Committee.....	35,781	47,000
FARM AND FOREIGN AGRICULTURAL SERVICES:		
Agricultural Policy Advisory Committee for Trade.....	18,066	18,520
Ag. Tech. Adv. Comm. For Trade in:		
Animals & Animal Products.....	18,066	18,520
Fruits and Vegetables.....	18,066	18,520
Grains, Feed, and Oilseeds.....	18,066	18,520

USDA ADVISORY COMMITTEES		
Policy Area and Committee Title	2010 Actual	2011 Estimate
Sweeteners and Sweetener Products.....	18,066	18,520
Tobacco, Cotton, Peanuts, and Planting Seeds.....	18,066	18,520
Processed Foods.....	18,066	18,520
Advisory Committee on Emerging Markets.....	18,066	25,000
Consultative Group on Child Labor and Forced Labor.....	12,050	14,000
Dairy Industry Advisory Committee.....	90,691	100,000
NATURAL RESOURCES AND ENVIRONMENT:		
Agricultural Air Quality Task Force.....	100,073	180,000
OFFICE OF ADVOCACY AND OUTREACH:		
Minority Farmer Advisory Committee.....	0	80,000
Advisory Committee on Beginning Farmers and Ranchers.....	0	80,000
Total Advisory Committees.....	943,237	1,570,140
Contingencies/Reserve.....	856,763	229,860
TOTAL, ADVISORY COMMITTEES LIMITATION.....	1,800,000	1,800,000

ADVISORY COMMITTEES

STATUS OF PROGRAM

From fiscal year (FY) 1983 through FY 1996, a central appropriation provided for direction and financial support of all authorized USDA Advisory Committee activities other than those included in the Forest Service and those financed from user fees. Beginning in FY 1997, language in the General Provisions of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act permits agencies funded in the Act to finance the activities of selected committees that advise them from their own funds, subject to a Department-wide limitation on expenditures for those committees. These Explanatory Notes provide information on the activities of committees during FY 2010 and planned activities for FY 2011.

FOOD, NUTRITION, AND CONSUMER SERVICES:National Advisory Council on Maternal, Infant and Fetal Nutrition

The Council studies the operation of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and related programs such as the Commodity Supplemental Food Program (CSFP) and makes recommendations to the programs for how they may be improved as deemed appropriate. The Council is composed of 24 members and includes representatives of Federal, State and local governments, the medical field, industry, WIC and CSFP parent participants, and advocacy groups.

The Council meeting scheduled for July 27-29, 2010 was cancelled, due to late cancellations from Council Members which resulted in an insufficient number of persons for a quorum for a meeting. The Council will meet sometime in July 2011.

FY 2010 Dietary Guidelines Advisory Committee

The thirteen-member Dietary Guidelines Advisory Committee (DGAC) which operated under the regulations of the Federal Advisory Committee Act (FACA) held three of the six total public meetings under the USDA's administrative leadership during FY 2010.

The fourth DGAC meeting was held during the first quarter of FY 2010. The meeting was held via Webinar on November 4 and 5, 2009. The meeting focused on DGAC member updates on progress made within each of the Subcommittees in assessing the state of the science. Draft conclusion statements were presented for approximately 50 of the 180 or so questions that DGAC members have posed. Questions were answered using a number of different approaches that included use of the USDA's Nutrition Evidence Library systematic review of evidence, food pattern modeling exercises, review of various data analyses as well as the review of existing reviews and nationally recognized reports.

The fifth DGAC meeting was again held as a Webinar on April 13 and 14, 2010. The Committee members also joined in by Webinar from their respective locations. The meeting allowed individual Subcommittees to provide updates on progress made within each Subcommittee and allowed for the continued formulation of plans for finalizing the Committee's work. The topics discussed included Nutrient Adequacy; Energy Balance and Weight Management; Carbohydrates and Protein; Sodium; Potassium and Water; Fatty Acids and Cholesterol; Ethanol; and Food Safety and Technology.

The sixth and final meeting was held on May 12, 2010. The Committee members met in person for this last meeting and the public again attended by Webinar. The main focus of this meeting was to review and discuss the Committee's draft advisory report. All the main topics were discussed as mentioned above.

The Committee was disbanded upon delivery of their DGAC Report to the Secretaries of USDA and Health and Human Services, which occurred on May 28, 2010. The Secretaries accepted it and it was officially released online by USDA on June 15, 2010.

FOOD SAFETY:

National Advisory Committee on Meat and Poultry Inspection (NACMPI)

The National Advisory Committee on Meat and Poultry Inspection (NACMPI) was established in 1971 under the authority of the Federal Meat and Inspection Act (FMIA) and the Poultry Products Inspection Act (PPIA). Both acts require the Secretary of Agriculture to consult with an advisory committee before issuing product standards and labeling changes or any matters affecting Federal and State program activities.

The current charter reestablishing the NACMPI became effective on June 25, 2010. The new members of the NACMPI were announced on July 15, 2010 with each member serving a 2-year term. This Committee is as equally diverse as the previous Committee and includes members representing the Asian American, African American, and Hispanic communities. Moreover, the 20 Committee members represent all stakeholders affiliated with the meat and poultry inspection including academia, consumers, industry, and state and local government.

The first NACMPI public meeting of the current charter was held on September 29 - 30, 2010. Another public meeting is expected to be held in the spring and fall of 2011.

More comprehensive information about the NACMPI, meeting transcripts, reports and comments can be viewed on the FSIS Web site at http://www.fsis.usda.gov/About_FSIS/NACMPI/index.asp.

National Advisory Committee on Microbiological Criteria for Foods (NACMCF)

The NACMCF was established under Departmental Regulation 1043-28, and sponsored by the Food Safety and Inspection Service (FSIS) in cooperation with the Food and Drug Administration, the Centers for Disease Control and Prevention, the National Marine Fisheries Service, and the Department of the Defense Veterinary Service Activity.

The NACMCF was re-established on September 24, 2010 for a two-year term with an updated charter.

The NACMCF charter was changed to add one individual affiliated with a consumer group to be appointed as a representative member. This member will provide a consumer viewpoint to Committee work. He or she will assure that important stakeholder input is considered on a continual basis and will assist in providing a balanced point of view. This member will not be required to have a scientific background. The balance of the Committee membership will be scientists and those who are not regular government employees will be appointed as special government employees. NACMCF members may serve for up to two consecutive two-year terms. Previously, members could serve three consecutive two-year terms.

In FY 2010, the Secretary of Agriculture appointed 18 qualified scientists to the NACMCF for a 2-year term. Twelve additional members including the consumer representative will be appointed in FY 2011 to bring the membership up to thirty.

The activities of the NACMCF are carried out, in part, by Subcommittees that are focused on specific areas being considered by the full Committee. The NACMCF has made important contributions to a broad range of critical food safety issues. The NACMCF has developed reference documents emphasizing the role of regulatory agencies, industry, and consumers to control specific foodborne pathogens. The NACMCF was

instrumental in formulating and standardizing the principles of hazard analysis and critical control point (HACCP) systems. NACMCF reports provide current information and scientific advice to Federal food safety agencies and serve as a foundation for regulations and programs aimed at reducing foodborne disease and enhancing public health.

The NACMCF held no meetings during FY 2010 due to the charter renewal efforts being in-process.

The following final reports were published in the Journal of Food Protection:

-Determination of the Most Appropriate Technologies for the Food Safety and Inspection Service to Adopt in Performing Routine and Baseline Microbiological Analyses. This report will assist FSIS in updating pathogen detection methodology.

-Parameters for Inoculated Pack/Challenge Study Protocols. This report will provide guidance to regulatory agencies and industry on the design of studies to assess the time/temperature control for food safety for various food products.

-Assessment of Food as a Source of Exposure to Mycobacterium avium subspecies paratuberculosis (MAP). This document reviews exposure of humans to MAP through foods and detection and control methods and points out related research needs.

NACMCF final reports can be viewed under Reports and Recommendations at:

http://www.fsis.usda.gov/Regulations_&Policies/National_Advisory_Committee_on_Microbiological/index.asp

Upcoming work for this Committee include:

- the study of microbiological criteria as indicators of process control or insanitary conditions; and
- control strategies for reducing foodborne norovirus infections.

NACMCF Subcommittees met on January 10-13, 2011 to discuss the topics listed above. On January 14, 2011, the NACMCF held a plenary session.

RESEARCH, EDUCATION, AND ECONOMICS:

Forestry Research Advisory Council (FRAC)

The FRAC was authorized for the purpose of providing the Secretary of Agriculture with recommendations and advice on regional and national planning for forestry research supported by the McIntire-Stennis Cooperative Forestry Program is administered by the National Institute of Food and Agriculture (NIFA), and alternates Designated Federal Officer responsibilities with the Forest Service every two years. The Council also provides advice related to the Forest Service Research Program, authorized by the Forest and Rangeland Renewable Resources Act of 1978. The Council is comprised of up to 20 members appointed by the Secretary and drawn from Federal, State, university, industry, and non-governmental organizations.

FRAC met once in FY 2010, September 8 and 9, 2010, in Washington, D.C. to discuss emerging forestry and natural resource research issues. The Council made four recommendations to the Secretary:

1. Insure that research is fully integrated with technology transfer efforts by engaging outreach expertise early in the development of the request for application.
2. Integrate social sciences with biophysical sciences in research projects to strengthen the capability to study coupled ecological and social systems.

3. Develop the supporting science to sustainably manage competing demands on forests and agroforests to produce biofuels, fiber, and water and ecosystem services in concert with measured biological objectives.
4. Maintain intellectual capacity in fundamental forest sciences such as pathology, entomology, silviculture, botany, field biology to enable ability to respond to future forest issues such as climate change, forest pests, and pathogens.

Advisory Committee on Biotechnology and 21st Century Agriculture (AC21)

The AC21 was established by the Secretary to examine the long-term impacts of biotechnology on the U.S. food and agriculture system and USDA, and provide guidance to USDA on pressing individual issues, identified by the Office of the Secretary, related to the application of biotechnology in agriculture. The AC21 is still officially in existence but did not meet in FY 2010 and is unlikely to meet in FY 2011. All members' terms have expired and it is fairly unlikely that a Committee could be chosen and a meeting called before the end of FY 2011.

Under its Charter, the AC21 can have 20-25 members, and past members have included representatives from academia, biotechnology providers, food manufacturers, the grain trade, farmers, the legal profession, and both environmental and consumer organizations, plus *ex officio* members from five government agencies and departments and a representative from State Departments of Agriculture. The terms of "regular" Committee members are up to 2 years in length, and typically the terms of half the Committee members expire in a given year, in February of that year.

Advisory Committee on Agriculture Statistics

The Advisory Committee on Agriculture Statistics was established on July 16, 1962, in the Department of Commerce, and was chartered under the Federal Advisory Committee Act, 5 U.S.C. App. 2, in January 1973. This Committee was moved to USDA in FY 1997 when responsibility for the Census of Agriculture transferred from the Department of Commerce to the Department of Agriculture.

The Committee provides advice to the Secretary of Agriculture and the National Agricultural Statistics Service (NASS). It makes recommendations on the conduct of the periodic censuses and surveys of agriculture, other related surveys, and the types of agricultural information obtained from respondents. The Committee also advises on the content and frequency of agricultural reports.

The Committee is composed of 20 members with professional knowledge regarding the data needs of the food, fiber, and rural sector. It provides a direct link with the major agricultural organizations and farm groups which could not be as effectively or efficiently obtained from any other source. The Committee is the primary forum for reconciling the divergent data needs between data user and provider groups. It is also instrumental in helping NASS provide the maximum value from their statistics, within available funding, and to continually improve its products and services.

The Committee did not meet in FY 2010. The Charter was approved by the Secretary of Agriculture on May 17, 2010.

For more information on the proceedings of the meeting, please see the following Web site:
http://www.nass.usda.gov/About_NASS/Advisory_Committee_on_Agriculture_Statistics/index.asp.

The Committee's next meeting in Washington, D.C. is scheduled for February 22 – 23, 2011. The meeting focus will be to advise NASS on the upcoming 2012 Census of Agriculture; and offer suggestions on the NASS on-going survey program.

USDA/Hispanic Association of Colleges and Universities (HACU)

The USDA/HACU Leadership Group, consisting of 12 members, is a national body of USDA and Hispanic-Serving Institution (HSI) leaders appointed by the Secretary of Agriculture and the President of the Hispanic Association of Colleges and Universities (HACU) that recommends policies and programs to strengthen USDA partnerships with HSIs and provides leadership and strategic direction on issues related to Hispanic education. The Leadership Group provides guidance to the Secretary on issues relating to Hispanic-Serving Institutions and Hispanic higher education.

The Leadership Group met on September 17, 2010 in San Diego, CA to discuss:

- The Farm Bill and its impact on Hispanic-Serving Institutions (HSIs);
- Departmental Management reorganization;
- Hispanic-Serving Agricultural Colleges and Universities (HSACUs);
- Objectives and outcomes of the USDA-HSI Grants Program;
- Program objectives for the HSI National Program;
- Creating partnerships to engage Hispanics and minorities in STEM related fields;
- Leveraging resources by creating effective educational partnerships;
- Effectively marketing USDA as an employer of choice to students;
- Working with USDA managers to provide positive work environment to a diverse work force.

MARKETING AND REGULATORY PROGRAMS:

National Wildlife Services Advisory Committee (NWSAC)

The Charter for the Secretary's National Wildlife Services Advisory Committee (NWSAC) expired in November 2009. FY 2011 objectives are to complete the process to renew the Charter, reestablish the Committee, and complete the Committee member selection process. It is not anticipated that these steps will be complete in time to have a meeting in FY 2011.

According to the proposed Charter, the NWSAC advises the Secretary of Agriculture on policies, issues, and research needs of the Animal and Plant Health Inspection Service Wildlife Services Program. The 20 Committee members will be selected to represent a broad range of agricultural, environmental, and conservation groups, academia, and other interest groups.

General Conference Committee of the National Poultry Improvement Plan

The purpose of the General Conference Committee (GCC) of the National Poultry Improvement Plan (NPIP), consisting of seven members, is to maintain and ensure industry involvement in advising the Federal Administration in matters pertaining to poultry health and to the administration of the NPIP. The Committee represents cooperating State agencies and poultry industry members and serves as a liaison between the poultry industry members as well as between the poultry industry and the USDA on matters pertaining to poultry health.

The GCC meets annually at a minimum. In the even-numbered years, they meet in conjunction with the NPIP Biennial Conference. The GCC presents information for discussion and resolution, as well as recommendations to improve the NPIP to the Conference Delegates. In FY 2010, the 40th Biennial (Diamond Anniversary) Conference was held in San Diego, California, on August 31 – September 2, 2010. The NPIP Biennial Conference is the only national meeting where the industry, State, and Federal government consider poultry health issues on a routine basis. GCC actions have potential implications to

the international export market for poultry and poultry products, valued at more than \$3 billion annually. Topics for the Conference included salmonella enteritidis in meat-type chickens, Salmonella isolation and identification protocol, notifiable avian influenza and avian mycoplasmosis.

The Committee met on January 26, 2011 in Atlanta, Georgia. Topics for the meeting included salmonella methodology, approval of rapid assays, Food and Drug Administration equivalency and the NPIP database.

Advisory Committee on Animal Health
(formerly the Advisory Committee on Foreign Animal and Poultry Diseases)

The Foreign Animal and Poultry Diseases Advisory Committee (FAPD) has been renamed the Advisory Committee on Animal Health (ACAH). Its scope has been expanded to include all animal health issues. The Committee will advise the Secretary on strategies, policies, and programs to prevent, control and/or eradicate diseases of national significance. The Committee will also lead dialogue on pertinent public health concerns relative to animal health (e.g., food safety); conservation of natural resources; the profitability and stability of livestock economies; animal health policy and regulations relative to outbreaks, practices, production of animals, trade; and, preventing and managing foreign animal diseases.

The last meeting of FAPD occurred in 2007. On August 26, 2010, APHIS renewed the ACAH Charter for a 2-year period, and completed the Committee selection process on November 4, 2010. APHIS selected twenty candidates, and the first meeting of this Committee was held on January 20-21, 2011. The agenda included presentations on:

- Animal Disease Traceability,
 - what it is and why it is important
 - specifics of the proposed rule and new framework,
 - open discussion of how the Committee will proceed with its work on traceability;
- Laboratory Preparedness and a National Animal Health Laboratory Network Coordinating Council Update;
- Aquaculture: National Aquatic Animal Health Plan & National Aquatic Diagnostic Laboratory Network;
- Veterinary Services 2015 & Beyond: Description of Veterinary Services' strategic and operational planning efforts;
- One Health: An overview of APHIS' activities at the intersection of animal health, public health, and environmental health;
- Comprehensive Integrated National Animal Health Surveillance System: Past, Present, and Future; and
- Emergency Preparedness and Response: An Overview.

The conference ended with a period of public comments and/or questions for the Committee.

National Organic Standards Board (NOSB)

Title XXI of the 1990 Farm Bill, known as the Organic Foods Production Act (OFPA), established the National Organic Program (NOP), a USDA program responsible for implementing and enforcing organic standards and facilitating the work of the National Organic Standards Board (NOSB), an advisory board to the Secretary of Agriculture. The NOSB is composed of four farmers/growers, two handlers/processors, one retailer, one scientist, three consumer/public interest advocates, three environmentalists, and one certifying agent. Members come from all four U.S. regions and serve rotating five year terms.

The NOSB has the sole authority granted through OFPA to recommend additions to or deletions from the National List of Allowed and Prohibited Substances. The NOSB drafts recommendations to the Secretary of Agriculture based on needs of the industry and considers public and industry input. The Board's main

functions are to make recommendations about whether a substance should be allowed or prohibited in organic production or handling; assist in the development of standards for substances to be used in organic production; and advise the Secretary on other aspects of implementation OFPA and the NOP regulations.

On January 23, 2011, five NOSB members' terms expired, vacating the following slots: two consumer/public interest representatives, two organic producers, and one certifier. A broad solicitation for nominations to fill the open slots occurred in the spring of 2010, yielding a pool of qualified applicants. Secretary Vilsack appointed the five new NOSB members during the fall of 2010; they began their five-year terms on January 24, 2011. One NOSB member, in an organic producer slot, resigned in the fall of 2010. In addition to the expiration of terms for five current NOSB members, the Secretary will be appointing a replacement for that vacated seat.

In FY 2010, during the course of two public meetings, the NOSB deliberated on a variety of topics related to organic agriculture, making a total of 39 recommendations to the Secretary of Agriculture. Highlighted board actions included recommendations to:

- Renew twelve material listings from Sunset 2011 and 148 material listings from Sunset 2012;
- Outline animal welfare standards in organic livestock production;
- Collaborate with the Environmental Protection Agency and NOP to determine the best way to evaluate and classify new inert materials and classify and maintain existing inert materials on the National List;
- Reauthorize the use and specify the amount of synthetic methionine allowed in poultry feed until October 1, 2005;
- Adopt a production standard for terrestrial plants in greenhouses;
- Allow the use of inert atmospheric gases in products labeled and sold as 100 percent organic;
- Adopt a production standard for organic aquaculture;
- Recognize organic personal care products (e.g. shampoo, cosmetics, etc.) under the National Organic Program;
- Make technical corrections to the listings of three materials on the National List; and
- Update NOSB policies and procedures.

During FY 2011, the NOSB will continue to review, evaluate and make recommendations on the classification of materials, animal welfare, the use of sodium nitrate in crops production, nutrient supplementation in organic foods, the use of chlorine materials, the clarification of exemptions under § 205.101, retail certification, NOSB materials review process improvements, and other topics. The NOSB will also continue its review and evaluation of petitioned materials complete the review of materials set to expire in FY 2012, and begin the review of materials set to expire in FY 2013 to determine whether these substances should be added or renewed for use in organic production and handling. The NOSB has already held one meeting in FY 2011—October 25-28, 2010 in Madison, Wisconsin—and will hold a second meeting April 26-29, 2011 in Seattle, Washington. Additional details are available at <http://www.ams.usda.gov/nop>.

Fruit and Vegetable Industry Advisory Committee

Under five 2-year Charters spanning 2001 to 2011, the Fruit and Vegetable Industry Advisory Committee, consisting of 25 members, has met twice annually to fulfill its purpose and responsibility of providing recommendations to the Secretary of Agriculture on issues facing the industry as a whole, as well as ways the USDA can tailor its programs to better meet the stakeholder's needs. Meetings take place at a minimum twice per year, most recently on September 13-14, 2010, always within the Washington, D.C. area.

Since its inception, the Committee has developed 68 recommendations, including 12 new recommendations from this past meeting. These recommendations are related to issues such as food safety, commodities purchasing, Child Nutrition Programs and other Federal feeding programs, agricultural labor, local farming initiatives including Know Your Farmer/Know Your Food, and input for the upcoming Farm Bill.

Throughout its existence, the Committee has placed particular emphasis in developing ways to increase fruit and vegetable consumption in USDA's National School Lunch Program as well as for all consumers.

Federal Grain Inspection Advisory Committee

The Grain Inspection, Packers and Stockyards Administration (GIPSA) Grain Inspection Advisory Committee (Advisory Committee) was established under section 21 of the United States Grain Standards Act (USGSA) on September 29, 1981. The Advisory Committee is charged with advising the Secretary on implementing the USGSA and the Agricultural Marketing Act of 1946, or more simply, on implementing GIPSA's grain inspection and weighing programs. The Advisory Committee is comprised of 15 members and 15 alternates who represent all segments of the U.S. grain industry, including producers, processors, handlers, exporters, grain inspection agencies, and scientists related to the policies in the USGSA (7 U.S.C. 71-87k).

The Advisory Committee advises the Secretary on various important issues affecting GIPSA operations and the official grain inspection and weighing system. In FY 2010, the Advisory Committee met on November 17-18, 2009, in Kansas City, Missouri, and June 16-17, 2010, in Kansas City, Missouri. At the November meeting, the Advisory Committee addressed the crop production and marketing outlook, container regulation changes, wheat standards, updates on international programs, rice equipment approval issues, and Agency program updates. At the June meeting the Advisory Committee addressed the agency's quality management program, contract review program, sorghum odor study results, the future direction of the rapid test program, the future direction of moisture measurement technology, updates on the completion of the National Grain Center in Kansas City, and application of export tonnage fee.

At these meetings, the Advisory Committee offered GIPSA advice and recommendations for addressing these issues and other issues that affect service delivery.

A meeting was held November 17-18, 2010 in New Orleans, LA. At this meeting GIPSA provided updates to the members on the resolutions from the June 2010 meeting. The following activities took place:

- Gave a general overview of the Federal Grain and Inspection Service (FGIS) operations for the last few months focusing on services in Canada and a market overview;
- Provided updates for: the Korean Corn Sampling Project, the China Soybean Memorandum of Understanding (MOU), China's corn imports, Egypt's wheat import standards change, Egypt's corn complaints, and the preliminary results of the Wheat Weed Survey;
- Provided a briefing on the 15,000 metric ton Waiver Program in response to a resolution adopted at the June 16-17, 2010, meeting of the Advisory Committee that asked GIPSA to review the program "for possible regulatory compliance issues with respect to container shipments;
- Provided information on Corn Grading Review-Domestic and Export;
- Provided an update on the construction of the National Grain Center in Kansas City, MO;
- Provided information on FGIS' plans with regards to pursuing new moisture measurement technology to be implemented into the Official Inspection System;
- Provided information on FGIS' implementation of the revised Rapid Test Evaluation Program;
- Reported that a Quality Management Program for the Board of Appeals and Review and the Grading Services Laboratory has been approved by FGIS' Compliance Division;
- Reported that FGIS completed the Yamamoto Sheller Study in July 2010;
- Reported on FGIS' processed commodities testing program, including the Retest and Appeal process;
- Provided an overview on the Agency's appropriated and user fee funding;
- Explained the current structure of export tonnage fees;

- Provided a briefing on GIPSA's plans to issue a directive setting forth the agency's policies implementing its Exception Program; and
- Reported to the Advisory Committee on the Sorghum Odor Study.

The next meeting is tentatively scheduled for June 2011 in Kansas City, Missouri.

FARM AND FOREIGN AGRICULTURAL SERVICES:

Agricultural Policy Advisory Committee for Trade (APAC)
and
Agricultural Technical Advisory Committees for Trade (ATAC)

Pursuant to Departmental Regulation 1042-68, USDA currently administers the APAC and six ATACs: (1) Animals and Animal Products; (2) Fruits and Vegetables; (3) Grains, Feed, and Oilseeds; (4) Sweeteners and Sweetener Products; (5) Tobacco, Cotton, Peanuts, and Planting Seeds; and (6) Processed Foods. The APAC and the ATACs are jointly administered by the USDA and the United States Trade Representative (USTR). The APAC and ATACs were re-chartered in May of 2007 for four years. Appointment of members was completed early in 2008. The APAC and ATACs will be re-chartered and members appointed in the second quarter of FY 2011.

The APAC and ATACs are authorized by sections 135(c)(1) and (2) of the Trade Act of 1974, as amended (Pub. L. No. 93-618, 19 U.S.C. 2155). Congress established these Committees to ensure that trade policy and trade negotiations objectives adequately reflect private sector U.S. commercial and economic interests. The Committees provide a formal mechanism to ensure liaison between the Federal Government and private sector regarding international agricultural trade matters. Specifically, the Committees provide the Secretary of Agriculture and USTR information and advice on negotiating objectives, bargaining positions and other matters related to the development, implementation, and administration of U.S. agricultural trade policy. The APAC provides policy advice, while the ATACs provide detailed commodity technical advice. The members on the APAC and on the ATACs are important to advancing the Administration's trade agenda to liberalize agricultural trade, expand access for U.S. food and agricultural products in overseas markets, and reduce unfair competition.

A balanced representation is sought for the Committees, but there is no legal requirement stating that Committee membership is composed of exact numbers from each sector of an industry. Representation on the re-chartered Committees is similar to the previous Committees. Current membership numbers are as follows: 37 members on the APAC, 32 members on the Animals and Animal Products ATAC, 31 members on the Fruit and Vegetables ATAC, 34 members on the Grains, Feed and Oilseeds ATAC, 23 members on the Sweeteners and Sweetener Products ATAC, 23 members on the Tobacco, Cotton, Peanuts, and Planting Seeds ATAC, and 32 members on the Processed Foods ATAC.

All members have demonstrated leadership qualities, commodity expertise, and knowledge of the effects that various trade barriers or absence of trade barriers can have on the commodities they represent. All members are recognized leaders in their field and are able to represent those interests with fairness.

During FY 2010, the APAC and the six ATACs convened formally on May 6, 2010, for meetings in Washington, D.C. In addition, the Committees remained active through participation in joint conference calls hosted by the USTR. During these calls, the Committees discussed the status of Doha Development Agenda (DDA) negotiations in the World Trade Organization (WTO) and bilateral and regional trade agreements. Members also provided advice on the negotiations with several countries in the process of acceding to the WTO. Committee members provided formal recommendations in the form of "resolutions" and numerous recommendations orally. The recommendations in all cases are fully considered by USTR and USDA negotiators in the course of negotiating free trade agreements, WTO accessions and resolving trade disputes.

The APAC and ATACs will be called upon in FY 2011 for issues related to the WTO DDA negotiations, Trans-Pacific Partnership negotiations, WTO Accession negotiations with several countries, ongoing WTO agreement implementation and monitoring issues, trade issues with China, Mexico, and other Nations; sanitary and phyto-sanitary access issues for U.S. products, and enforcement of regional and bilateral agreements.

Advisory Committee on Emerging Markets

Section 1542(d)(1) of the Food, Agriculture, Conservation, and Trade Act of 1990 (the Act), as amended, directs the Secretary to make available to emerging markets the expertise of the United States to “identify and carry out specific opportunities and projects,” including potential reductions in trade barriers, “in order to develop, maintain, or expand markets for United States agricultural exports.” The Act also requires the Secretary to establish an Advisory Committee (Section 1542(d)(1)(F)), composed of representatives of food and rural business sectors of the United States to provide information and advice on developing strategies for providing technical assistance and for enhancing markets for U.S. agricultural products in developing market economies.

The purpose of the Advisory Committee is to provide information and advice, based upon the knowledge and expertise of the members, useful to USDA in implementing the Emerging Markets Program (EMP), which assists U.S. entities in developing, maintaining, or expanding exports of U.S. agricultural commodities and products by funding activities that improve emerging markets’ food and rural business systems, including reducing potential trade barriers in such markets. The Committee also advises USDA on ways to increase the involvement of the U.S. private sector in cooperative work with emerging markets in food and rural business systems. One of the principal functions of the Advisory Committee is to review qualified proposals submitted to EMP for funding and advice on funding recommendations.

In FY 2010, the 20 appointed members of the Advisory Committee were invited to participate initially in a “Welcome” conference call to discuss the process for reviewing a sampling of private sector EMP proposals totaling \$2.3 million. Input was provided against pre-determined review criteria at one of generally two yearly advisory meetings in September 2010. Committee members also discussed providing FAS with valuable insight regarding improving the application instructions in order to produce a better end result proposal.

For the FY 2010, the EMP supported 83 agricultural export promotion projects with funding totaling \$8.3 million. Program funding can be used to provide assistance in assessing the food and rural business system of other countries by conducting assessments of an emerging market; making recommendations on measures necessary to enhance the effectiveness of these systems; identifying opportunities and projects to enhance the effectiveness of the emerging market’s food and rural business systems; and assistance in implementing the recommendations, projects, and/or opportunities identified by the assessment.

The FY 2011 program is currently underway, based in part on information provided by the Advisory Committee at the September 2010 meeting. For the FY 2012 program, FAS plans to provide EMP review documents to the Advisory Committee by no later than August 12, 2011 and the Advisory Committee is scheduled to re-convene on August 16, 2011.

Consultative Group on Child Labor and Forced Labor

The Consultative Group to Eliminate the Use of Child Labor and Forced Labor in Imported Agricultural Products (“Group”) was established by section 3205 of the Food, Conservation, and Energy Act of 2008 (Pub. Law 110–246 or “Farm Bill”). The Group is charged with developing recommendations relating to a standard set of practices for independent, third party monitoring and verification for the production, processing, and distribution of agricultural products or commodities to reduce the likelihood that agricultural products or commodities imported into the United States are produced with the use of forced

labor or child labor. Within one year following receipt of these recommendations, the Secretary of Agriculture is mandated to release guidelines for a voluntary initiative to enable entities to address issues raised by the Trafficking Victims Protection Act of 2000 (22 U.S.C. 7101 et seq.).

Secretary of Agriculture Thomas J. Vilsack named the members of the Group on September 23, 2009. As required under section 3205(d) of the Farm Bill, the Group is composed of a total of 13 members, including two officials from USDA; the Department of Labor's Deputy Undersecretary for International Affairs; and one representative from the Department of State. Non-government members include three individuals representing agriculture-related enterprises; two individuals representing institutions of higher learning and research institutions; one individual representing an organization that provides independent, third-party certification services for labor standards, and three individuals representing charitable organizations with expertise on the issues of international child labor and forced labor.

The Group held its first meeting on November 16, 2009. It then met monthly from January through May of 2010 to hear presentations about various monitoring, verification and certification models and to discuss how to interpret and implement the Group's mandate. A public meeting was held on March 29, 2010, to provide an opportunity for public input. As required by section 3205 (h) of the Farm Bill, in June 2010, USDA submitted its annual report to Congress describing the activities of the Consultative Group. On December 21, 2010 the Group submitted its recommendations to Secretary Vilsack. The Consultative Group will continue to meet during 2011 to develop recommendations on how best to engage the public once the Secretary issues formal guidelines.

Dairy Industry Advisory Committee

The Dairy Industry Advisory Committee (DIAC) was established in August 2009 by the Secretary of Agriculture to review the issues of farm milk price volatility and dairy farmer profitability. The Committee will provide recommendations to the Secretary on how to best address these issues to meet the dairy industry's needs.

On January 6, 2010, the Secretary announced 17 members to the DIAC representing various dairy industry groups including: producers and producer organizations, processors and processor organizations, handlers, consumers, academia, retailers and state agencies involved in organic and non-organic dairying at the local, regional, national and international levels. The DIAC is chartered for a two-year period which began in August 2009.

The DIAC held three public meetings in FY 2010 (April, June and September) all located in Washington, D.C. During these meetings the DIAC discussed farm milk price volatility and dairy farmer profitability, reviewed current USDA dairy programs, heard proposals from the dairy industry and listened to the public's comments.

Three Subcommittees were created at the April 2010 meeting. The three Subcommittees are:

- Dairy Farmer Profitability;
- Price Volatility; and
- Current USDA Authorities.

These Subcommittees have been actively engaged in conference calls and in-person meetings to evaluate policy solutions to their various charges. The Subcommittees report out their progress to the full Committee during each public meeting. The Current USDA Authorities Subcommittee has drafted an interim report to the Secretary recommending actions USDA could take under its current authorities if a severe downturn in the dairy market occurs before new legislation could be enacted. This report has been reviewed and debated several times before the full DIAC and it is expected to be sent to the Secretary by March of 2011.

The DIAC will issue a final report in March 2011 recommending changes to current USDA programs, and recommending new programs that could meet the industry's needs.

For additional information on the Committee, minutes from the meeting, including copies of the presentation made before the DIAC, please visit the following Web site: www.fsa.usda.gov/diac.

NATURAL RESOURCES AND ENVIRONMENT:

Agricultural Air Quality Task Force (AAQTF)

AAQTF was created in accordance with Section 391 of the Federal Agricultural Improvement and Reform Act of 1996, to advise the Secretary of Agriculture on issues related to agricultural air quality. In 1996, Congress found that various studies alleged that agriculture is a source of Particulate Matter (PM) emissions and that many of these studies have often been based on erroneous data. Congress also cited ongoing research by USDA and declared that Federal policy in regard to air pollution be based on sound scientific findings that are subject to adequate peer review and take into account economic feasibility.

The Task Force's mandate is to strengthen and coordinate USDA's air quality research effort and identify cost effective ways for the agriculture industry to improve air quality and meet Federal and local air quality emissions requirements.

Chaired by the Chief of the USDA's Natural Resources Conservation Service, the AAQTF has 25 members and consists of leaders in farming, industry, health, and science. The task force also includes representatives from USDA's Forest Service, Agricultural Research Service, National Institute of Food and Agriculture, and Economic Research Service. Membership in the Task Force is for a two year period with the current Task Force having begun their duties in the fall of 2008 and concluded their duties in the fall of 2010. The Secretary approved the new Charter on December 20, 2010 and currently the process of selecting nominees is ongoing for the Secretary's consideration.

Task Force meetings are held two to three times a year at locations around the country in order to witness regional agricultural air quality related concerns in various places nationally and to hear from concerned citizens about the impacts of air quality issues, concerns and regulations. The 2008—2010 Task Force held meetings in FY 2010 at the following locations:

- Tallahassee, FL March 9-11, 2010
- Research Triangle Park, NC September 29-30, 2010

At the first meeting of the 2008—2010 Task Force, Chief White established five Committees that would be charged with reviewing issues that would be presented to the full Task Force during the current charter. The five Committees are:

- Livestock and Poultry
- Greenhouse Gas (GHG) and Bio-energy
- Air Quality Standards
- Agriculture Equipment
- Reactive Nitrogen

These Committees have been actively engaged in reviewing issues and presenting them to the full Task Force. Following these discussions, recommendations were generated by the Task Force for submission to the Secretary of Agriculture for his consideration. Although the new Task Force members have not been

approved, when they do meet in early 2011 some of the business and topics that will be considered for debate and action will be:

- Establish a two-year work plan, Subcommittees, and determine meeting locations and dates;
- Agricultural burn policy, managing ammonia emissions, PM and ozone standards; and
- Livestock & Poultry Workshop follow-up, bioenergy and biomass, and greenhouse gases.

For additional information on these recommendations and minutes from the meetings, including copies of presentations made before the Task Force, please visit the following Web site:

<http://www.airquality.nrcs.usda.gov/AAQTF/>

OFFICE OF ADVOCACY AND OUTREACH:

Minority Farmer Advisory Committee

In section 14008 of the Food Conservation Act of 2008 (Public Law 110-246), the Secretary established the Committee to provide advice on: (1) the implementation of section 2501 of the Food, Agriculture, Conservation and Trade Act of 1990 which directs the Secretary of Agriculture to provide outreach and assistance to socially disadvantaged farmers and ranchers; (2) methods of maximizing the participation of minority farmers and ranchers in USDA programs; and (3) civil rights activities within the USDA as such activities relate to participants in such programs.

On April 22, 2010, the Office of Advocacy and Outreach published a Notice in the Federal Register. The Notice set forth the eligibility and nomination requirements. The application period closed on May 22, 2010.

A Committee was selected according to the following: (1) not less than four socially disadvantage farmers or ranchers (as defined in section 2501 (e) (2) of the Food, Agriculture, Conservation, and Trade Act of 1990 (7 CFR U.S.C. 2279 (e) (2))); (2) not less than two representatives of nonprofit organizations with a history of working with minority farmers and ranchers; (3) not less than two civil rights professionals; (4) not less than two representatives of institutions of higher education with demonstrated experience working with minority farmers and ranchers; and (5) such other persons as the Secretary considers appropriate.

The Minority Advisory Committee will meet to discuss program recommendations in the third quarter of FY 2011.

Advisory Committee on Beginning Farmers and Ranchers

The Advisory Committee on Beginning Farmers and Ranchers was established by Section 5 of the Agricultural Credit Improvement Act of 1992 (Pub. L. 102-554). The Committee's purpose is to advise the Secretary on ways to develop programs to provide coordinated assistance to beginning farmers and ranchers while maximizing new farming and ranching opportunities. They will work to enhance and expand Federal partnerships to provide financing for beginning farmers and ranchers. Secretary Vilsack said "Beginning farmers are a key to the 21st-century agriculture and I look forward to working with this committee to help ensure that."

On August 12, 2010, Agriculture Secretary Tom Vilsack announced the appointment of the Advisory Committee on Beginning Farmers and Ranchers. As required by law, members include representatives from USDA's FSA; State beginning farmer programs; commercial lenders; private nonprofit organizations with active beginning farmer programs; National Institute of Food and Agriculture, and community colleges; and other entities or persons providing lending or technical assistance for qualified beginning farmers or ranchers. Eleven new members were appointed and nine incumbents re-appointed to the

Advisory Committee. The first Advisory Committee meeting was conducted on December 15-16, 2010, in Washington, D.C. An overview and brief synopsis of topics and recommendations discussed are summarized below:

- Establishing a communications support system that allows information to flow directly from the national level to the field and back;
- Create a social networking tool to make information accessible to those who need it;
- Create a central communication spot that is open to the community and USDA employees;
- Identify a State designated beginning farmer specialist that will set measureable goals in each State to increase the access of programs for small farmers;
- Create less reliance on credit history and more reliance on their business plan, managerial ability and technical operation for FSA loans;
- Investigate a framework in which to provide loans to groups of beginning farmers rather than individuals for a micro credit source or for loan making in crop insurance;
- Require agencies to be more responsive to the beginning farmers and ranchers who are transitioning to certify organic;
- Support legislative change for youth loan programs to help them improve reaching their goals. Particularly, that the loans be available everywhere not just rural areas;
- Eliminate the term limit of 7 and 15 years regarding eligibility for FSA loans; and
- Eliminating term limits on direct and guaranteed loans.

The Committee plans to present Committee recommendations to the Secretary by February 15, 2011.

AUTHORITY AND COMPOSITION OF USDA ADVISORY COMMITTEES IN EXISTENCE BETWEEN
FY 2010 AND FY 2011

Committee Title	USDA Agency	Authority Statutory (S) or Discretionary (D)	Committee Membership
FOOD, NUTRITION AND CONSUMER SERVICES:			
National Advisory Council on Maternal, Infant and Fetal Nutrition	FNS	S 42 U.S.C. 1786	24
FY 2010 Dietary Guidelines Advisory Committee	FNS	7 U.S.C. 5341	13
FOOD SAFETY:			
National Advisory Committee on Meat and Poultry Inspection	FSIS	S 21 U.S.C. 454a-4	20
National Advisory Committee on Microbiological Criteria for Foods	FSIS	Departmental Regulation 1043-28	30
RESEARCH, EDUCATION, AND ECONOMICS:			
Forestry Research Advisory Council	NIFA	S 16 U.S.C. 582a-4	20
Advisory Committee on Biotechnology and 21 st Century Agriculture	ARS	Departmental Regulation 1043-049	20-25
Advisory Committee on Agriculture Statistics	NASS	Departmental Regulation 1042-130	20
USDA/Hispanic Association of Colleges and Universities	REE	Memorandum of Agreement dated 10/96	12
MARKETING AND REGULATORY PROGRAMS:			
National Wildlife Services Advisory Committee	APHIS	Departmental Regulation 1043-27	20
General Conference Committee of the National Poultry Improvement Plan	APHIS	Departmental Regulation 1043-8	7
Advisory Committee on Animal Health	APHIS	Departmental Regulation 1043-31	20
National Organic Standards Board	AMS	S 7 U.S.C. 6518	15
Fruit and Vegetable Industry Advisory Committee	AMS	Departmental Regulation 1042-139	25
Federal Grain Inspection Advisory Committee	GIPSA	P. L. 103-156 7 U.S.C. 87i	15

AUTHORITY AND COMPOSITION OF USDA ADVISORY COMMITTEES IN EXISTENCE BETWEEN
FY 2010 AND FY 2011

Committee Title	USDA Agency	Authority Statutory (S) or Discretionary (D)	Committee Membership
FARM AND FOREIGN AGRICULTURAL SERVICES:			
Agricultural Policy Advisory Committee for Trade	FAS	Departmental Regulation 1042-68	37
Agricultural Technical Advisory Committees for Trade:			
Animals & Animal Products	FAS	Departmental Regulation 1042-68	32
Fruits and Vegetables	FAS	Departmental Regulation 1042-68	31
Grains, Feed & Oilseeds	FAS	Departmental Regulation 1042-68	34
Sweeteners and Sweetener Products	FAS	Departmental Regulation 1042-68	23
Tobacco, Cotton, Peanuts and Planting Seeds	FAS	Departmental Regulation 1042-68	23
Processed Foods	FAS	Departmental Regulation 1042-68	32
Advisory Committee on Emerging Markets	FAS	7 U.S.C. 1421	20
Consultative Group on Child Labor and Forced Labor	FAS	22 U.S.C. 7101	13
Edward R. Madigan Agricultural Export Excellence Award Board	FAS	P.L. 104-127	6
Dairy Industry Advisory Committee	FSA	Departmental Regulation 1043-051	17
NATURAL RESOURCES AND ENVIRONMENT:			
Agricultural Air Quality Task Force	NRCS	7 U.S.C. 5405	25
OFFICE OF ADVOCACY AND OUTREACH:			
Minority Farmer Advisory Committee	OAO	7 CFR U.S.C 2279	15
Advisory Committee on Beginning Farmers and Ranchers	OAO	7 U.S.C. 1929	20