1. PURPOSE

This Departmental Regulation (DR) establishes the United States Department of Agriculture (USDA) Chief Information Officers (CIO) Council, subsequently referred to in this DR as CIO Council, as a permanently chartered committee of the USDA (the Department) and defines its authority, scope, and membership.

2. SPECIAL INSTRUCTIONS/CANCELLATIONS

Nothing in this DR is intended to supplant the delegation of authorities and responsibilities of the USDA CIO under Title 7 Code of Federal Regulations (CFR) 2.89, Delegations of Authority from the Secretary to the Chief Information Officer, or any other authorities otherwise provided by law, Federal regulation, or USDA Departmental directive.
3. AUTHORITY


4. POLICY

a. The CIO Council serves as one of the principal USDA information technology (IT) advisory forums of the USDA CIO for improving the operational efficiency and strategic use of IT across the USDA enterprise.

b. The CIO Council advises the USDA CIO on the technical and managerial soundness of the Department’s IT initiatives, policies, procedures, and standards.

c. The CIO Council identifies opportunities to share information resources and assesses the needs of the Department's IT workforce. It also serves as a focal point for coordinating responses to Departmentwide IT challenges and partners with other governmental councils to address issues and risks that require multi-disciplinary and multi-level solutions.

d. The CIO Council advises the USDA CIO on IT matters that may in the future become IT investments as defined by the USDA capital planning guidance. IT initiatives that are designated by the CIO Council as enterprise initiatives remain subject to and shall conform to the USDA IT governance process throughout their life cycle.

5. PROCEDURES

The USDA CIO Council’s bylaws set out the operating procedures of the CIO Council. A current copy of the bylaws will be maintained on the USDA CIO Council’s shared site.

6. CIO COUNCIL MEMBERSHIP

The CIO Council is composed of senior Departmental, agency, and staff office IT officials who serve on it as part of the official duties of their respective agency or staff office positions. Each agency and staff office shall be represented by a voting member who serves as its CIO or as its senior IT official.

a. The CIO Council membership includes the following as voting members:
(1) USDA CIO;
(2) USDA Deputy CIOs;
(3) USDA Executive Officer for Enterprise Management
(4) USDA Agency CIOs; and
(5) USDA Staff Office CIOs/Senior IT officials.

b. The CIO Council membership includes the following as advisory (non-voting) members:

(1) USDA Office of the Chief Information Officer (OCIO) Associate CIOs;
(2) USDA OCIO Staff Directors;
(3) USDA OCIO Special Assistants;
(4) USDA OCIO Senior Advisors; and
(5) USDA OCIO Chief of Staff.

7. ROLES AND RESPONSIBILITIES

Section 4 of this DR provides a general description of the CIO Council’s responsibilities. Specific responsibilities are outlined in its bylaws.

a. The USDA CIO shall preside over the CIO Council and serve as a voting member.

b. USDA Deputy CIOs shall serve as CIO Council voting members.

c. The USDA Executive Officer for Enterprise Management shall serve as a CIO Council voting member.

d. Agency and staff office CIOs shall serve as CIO Council voting members.

e. USDA OCIO Associate CIOs shall serve as CIO Council advisory (non-voting) members.

f. USDA OCIO Division Directors shall serve as CIO Council advisory (non-voting) members.

g. USDA OCIO Special Assistants shall serve as CIO Council advisory (non-voting) members.

h. USDA OCIO Senior Advisors shall serve as CIO Council advisory (non-voting) members.

i. The USDA OCIO Chief of Staff shall serve as a CIO Council advisory (non-voting) member.

8. ACRONYMS AND ABBREVIATIONS
REFERENCES

a. Title 7 CFR 2.89, Delegations of Authority from the Secretary to the Chief Information Officer


c. Federal Information Technology Acquisition Reform Act (FITARA), Public Law (P.L.) 113-291, Title VIII, Subtitle D, Sections 831-837


f. USDA, DR 3130-009, Non-Major Information Technology (IT) Investments, November 18, 2015

g. USDA, DR 3130-010, United States Department of Agriculture Enterprise Information Technology Governance, December 3, 2015

INQUIRIES

Inquiries regarding this DR should be directed to the USDA, OCIO, Executive Officer for Enterprise Management.