

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

DEPARTMENTAL REGULATION	NUMBER: DR 3105-001
SUBJECT: USDA Chief Information Officers Council	DATE: October 23, 2024
OPI: Office of the Chief Information Officer	EXPIRATION DATE: October 23, 2029

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1. PURPOSE

This Departmental Regulation (DR) maintains the United States Department of Agriculture (USDA) Chief Information Officers (CIO) Council as a permanently chartered committee. This DR defines the CIO Council’s scope, authority, membership, and voting guidelines.

2. SCOPE

This policy applies to all USDA Mission Areas, agencies, staff offices, employees, and contractors working for, or on behalf of, USDA.

3. SPECIAL INSTRUCTIONS/CANCELLATIONS

- a. This DR supersedes DR 3105-001, *USDA Chief Information Officers Council*, dated April 6, 2016.

- b. This DR is effective as of the publication date. It will remain in effect until superseded or expiration.
- c. Nothing in this DR supplants the delegation of authorities and responsibilities of the USDA CIO under [7 Code of Federal Regulations \(CFR\) § 2.32](#), *Chief Information Officer*. Also, nothing in this DR supplants the delegation of authorities and responsibilities of the USDA CIO under any other authorities otherwise provided by law, Federal regulation, or USDA Departmental directive.
- d. The CIO Council's bylaws set out the operating procedures of the CIO Council. A current copy of these bylaws, [Bylaws of the United States Department of Agriculture Chief Information Officers Council](#), appears on the CIO Council's shared site.

4. BACKGROUND

This DR maintains the USDA CIO Council under the authority of:

- a. 7 CFR § 2.32;
- b. The *Clinger-Cohen Act of 1996*, [40 United States Code \(U.S.C.\) § 11101 et seq.](#);
- c. Office of Management and Budget (OMB) Circular [A-130](#), Revised, *Managing Information as a Strategic Resource*;
- d. The *Paperwork Reduction Act of 1995*, [44 U.S.C. § 3501 et seq.](#); and
- e. IT policies the USDA CIO deems relevant to the CIO Council.

5. POLICY

- a. The CIO Council serves as one of the principal USDA IT advisory forums of the USDA CIO. Its purpose is to improve 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. It assesses the needs of the Department's IT workforce. It serves as a focal point for coordinating responses to Departmentwide IT challenges. It partners with other governmental councils to address issues and risks that require multidisciplinary and multilevel solutions.

- d. The CIO Council advises the USDA CIO on IT matters that may become IT investments, as defined by [DR 3130-013](#), *Information Technology Capital Planning and Investment Control*. IT initiatives that the CIO Council designates as enterprise initiatives will remain subject to, and will conform to, [DR 3130-010](#), *United States Department of Agriculture Enterprise Information Technology Governance*, throughout their life cycle.

6. ROLES AND RESPONSIBILITIES

- a. The USDA CIO will:
 - (1) Preside over the CIO Council;
 - (2) Appoint the OCIO Executive Secretariat; and
 - (3) Serve as a voting member.
- b. The Deputy CIO will serve as a CIO Council voting member.
- c. Mission Area Assistant CIOs will serve as CIO Council voting members.
- d. The Director of IT, Office of the Inspector General, will serve as a CIO Council voting member.
- e. Office of the Chief Information Officer (OCIO) Associate CIOs (ACIO) will serve as CIO Council advisory (non-voting) members.
- f. OCIO Division Officers will serve as CIO Council advisory (non-voting) members.
- g. The OCIO Executive Secretariat, appointed by the USDA CIO, will serve as a CIO Council advisory (non-voting) member.

7. INQUIRIES

USDA Mission Areas, agencies, and staff offices can direct questions and inquiries regarding this DR via email to sm.ocio.cio.feedback@usda.gov.

-END-

APPENDIX A

ACRONYMS AND ABBREVIATIONS

ACIO	Associate Chief Information Officer
CFR	Code of Federal Regulations
CIO	Chief Information Officer
DR	Departmental Regulation
FITARA	Federal Information Technology Acquisition Reform Act
IT	Information Technology
OCIO	Office of the Chief Information Officer
OMB	Office of Management and Budget
P.L.	Public Law
U.S.C.	United States Code
USDA	United States Department of Agriculture

APPENDIX B

AUTHORITIES AND REFERENCES

[7 CFR § 2.32](#), *Chief Information Officer*

Clinger-Cohen Act of 1996, [40 U.S.C. § 11101 et seq.](#)

Federal Information Technology Acquisition Reform Act (FITARA), [Public Law \(P.L.\) 113-291](#), Title VIII, Subtitle D, Sections 831-837, December 19, 2014

OMB, Circular [A-130](#), Revised, *Managing Information as a Strategic Resource*, July 28, 2016

Paperwork Reduction Act of 1995, [44 U.S.C. § 3501 et seq.](#)

USDA, [Bylaws of the United States Department of Agriculture Chief Information Officers Council](#), February 15, 2018

USDA, [DR 0100-001](#), *Departmental Directives System*, January 4, 2018

USDA, [DR 3130-009](#), *Non-Major Information Technology (IT) Investments*, September 28, 2020

USDA, [DR 3130-010](#), *United States Department of Agriculture Enterprise Information Technology Governance*, April 20, 2021

USDA, [DR 3130-013](#), *Information Technology Capital Planning and Investment Control*, May 24, 2021