

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

August 22, 1997

SECRETARY'S MEMORANDUM 1020-48

ESTABLISHMENT OF THE OFFICE OF OUTREACH

1 BACKGROUND AND PURPOSE

Section 2501 of Title XXV authorizes the Secretary to provide outreach and technical assistance to encourage and assist socially disadvantaged farmers and ranchers to own and operate farms and ranches and to participate in agricultural programs. The Secretary may make grants and enter into contracts and other agreements in the furtherance of outreach and assistance for socially disadvantaged farmers and ranchers.

All Federal agencies are mandated to deliver their programs to the public without discrimination. Title VI of the Civil Rights Act of 1964 requires that programs and activities receiving Federal funds be delivered free of discrimination. Other statutes, such as the Equal Credit Opportunity Act, make discrimination in USDA's lending program illegal as well. In addition, Title VII requires that all Federal agencies provide equal employment and promotion opportunities for all employees.

The Civil Rights Action Team which was established and appointed by the Secretary to take a hard look at the long-standing civil rights issues and problems made recommendations for change, including strengthening USDA outreach efforts to under-represented customers.

2 ACTIONS ORDERED

It is ordered hereby that the Office of Outreach is established to coordinate and provide leadership in the program delivery outreach efforts throughout USDA. This office will be headed by a Director who shall report to the Assistant Secretary for Administration. The Director is responsible for supervising the activities of the Office of Outreach.

3 INCIDENTAL TRANSFERS

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

4 EXISTING DIRECTIVES

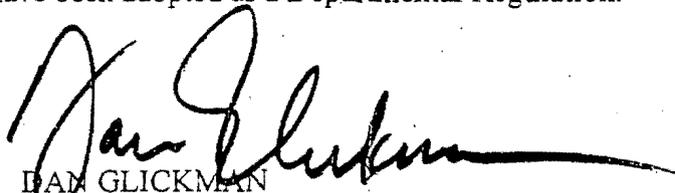
Prior delegations of authority, administrative regulations, and other directives not inconsistent with the provisions of this Memorandum shall remain in full force and effect.

5 EFFECTIVE DATE

The provisions of this Memorandum are effective immediately.

6 TERMINATION

This Memorandum shall remain in effect for one year or until such earlier time as published delegations of authority have been revised to incorporate its provisions and all actions ordered herein have been accomplished. Within one year of the date of this Memorandum, its provisions shall have been adopted as a Departmental Regulation.



DAN GLICKMAN
Secretary