

UNDER SECRETARY FOR ECONOMIC AFFAIRS

Number: DOO 10-9

Effective Date: 2006-06-20

SECTION 1. PURPOSE.

.01 This Order prescribes the authority, functions, and organization of the Under Secretary for Economic Affairs.

.02 This revision consolidates the Office of Policy Development (OPD) and the Office of Economic Conditions (OEC) into the Office of the Chief Economist (OCE).

SECTION 2. STATUS AND LINE AUTHORITY.

.01 The position of Under Secretary of Commerce for Economic Affairs (the Under Secretary) was established by the Act of June 16, 1982, Public Law (P.L.) 97-195. The Under Secretary is appointed by the President by and with the advice and consent of the Senate.

.02 The Under Secretary shall head and serve as the Administrator of the Economics and Statistics Administration and shall determine policy, direct programs, and be responsible for all activities of the Economics and Statistics Administration (ESA).

.03 The Under Secretary shall be assisted principally by a Deputy Under Secretary for Economic Affairs (the Deputy Under Secretary), who shall serve as the Deputy Administrator of ESA. The Deputy Under Secretary shall perform such duties as the Under Secretary assigns, and shall perform the functions of the Under Secretary during the latter's absence or in the event of a vacancy in that office. The Under Secretary shall also be assisted by the Chief Economist, an Associate Under Secretary for Communications, and an Associate Under Secretary for Management, who shall serve as Associate Administrators of ESA and perform such duties as the Under Secretary assigns. The Chief Economist, Associate Under Secretary for Communications, and Associate Under Secretary for Management, in that order, shall perform the duties of the Under Secretary in the absence of the Under Secretary and Deputy Under Secretary.

SECTION 3. DELEGATION OF AUTHORITY.

.01 Pursuant to the authority vested in the Secretary of Commerce (the Secretary) by law, the Under Secretary is hereby delegated the authorities of the Secretary under 15 United States Code (U.S.C.) 1501 et seq., and 15 U.S.C. 171 et seq., 15 U.S.C. 4901 et seq., and P.L. 101-533, as necessary to carry out the functions of the Under Secretary. The Secretary reserves the authority to provide policy guidance and direction to the Under Secretary (and delegates) to the extent permitted by law regarding the exercise of authorities delegated by this Section.

.02 The Under Secretary may exercise other authorities of the Secretary as applicable to performing the functions assigned in this Order.

.03 Unless specified otherwise in this Order, the Under Secretary may redelegate the authorities

prescribed in this Section, subject to such conditions in the exercise of that authority as the Under Secretary may prescribe.

SECTION 4. FUNCTIONS.

.01 The Under Secretary shall advise the Secretary, the Deputy Secretary, and other officials of the Department of Commerce (the Department) regarding economic and statistical matters; and shall serve as Department representative to the Council of Economic Advisers, the various Cabinet Councils and their working groups, as directed by the Secretary, and to other government agencies concerned with economic and statistical affairs.

.02 The Under Secretary shall be responsible for the analysis and development of policies on economic and statistical issues, and on issues affecting broad sectors of the domestic economy in response to the needs and interests of the Secretary or Deputy Secretary. The Under Secretary's principal responsibilities shall include: economic forecasting; consultation with the private sector on economic and broad economic sectoral developments; and policy analysis and development in the areas of macroeconomic policy, monetary, fiscal and anti-inflation policy, domestic labor market policy, policy issues having major implications for multiple business sectors, regulatory issues affecting the domestic economy, statistical policy issues, international financial arrangements and exchange rates; and, in collaboration with the Under Secretary for International Trade, international trade policy issues having broad impact on the domestic economy.

.03 The Under Secretary shall exercise policy direction and general supervision over ESA Headquarters, the Bureau of the Census, and the Bureau of Economic Analysis (BEA), which are the major organizational elements of ESA.

SECTION 5. OFFICES REPORTING TO THE UNDER SECRETARY

.01 The Office of the Chief Economist (OCE), which conducts analyses of policy proposals with macroeconomic implications; monitors and interprets current economic developments and domestic fiscal and monetary policy; analyzes economic conditions and policy initiatives of major trading partners; makes projections of the economic outlook; analyzes major economic policy developments for use by senior White House officials and the Secretary's and Under Secretary's participation in interagency deliberations; and takes part in discussions of policies affecting the statistical agencies. The OCE serves as the Department's principal source for interpreting and analyzing domestic economic developments and also analyzes and reviews important developments in key industrial and developing countries. OCE's principal activities include the preparation of: periodic reports on international developments; weekly reports on U.S. domestic economic conditions; short summaries of U.S. data releases; press statements on selected data released by BEA or the Census Bureau; and responses to requests for special analyses, data, or briefing materials from senior officials. The OCE advises the Under Secretary on the structure and performance of American industry, on the relationship between industry-level and more general economic developments, and on policies affecting U.S. industrial performance and the economy at large. The office conducts policy analyses and develops policy proposals on issues affecting multiple business sectors, such as antitrust, product liability, business deregulation, corporate finance, business tax policy, employment and training, pensions, technology policy, health care financing, and human services. OCE also conducts analyses of proposed policies, regulations, and laws and develops proposed positions on them; develops Departmental positions on microeconomic issues for the Cabinet policy process; represents the Department on Cabinet working groups and interagency committees dealing with issues affecting business; coordinates environmental economic and statistical activities; and integrates ESA's statistical and economic analyses with the government's policy process.

.02 The Office of the Associate Under Secretary for Communications provides general oversight and coordination of all matters in ESA relating to congressional and intergovernmental affairs, public affairs, and outreach to the business community and data users.

.03 The Office of the Associate Under Secretary for Management provides oversight and direction on management policy and activities for all units reporting to the Administrator, and ensures that staff work and resources are implemented effectively and in accordance with the Under Secretary's objectives and policies. Primary responsibilities of the Office include directing the day-to-day operations of ESA Headquarters, the allocation and direction of personnel and budgetary resources, and the formulation and implementation of the ESA Headquarters and BEA budget; managing high priority, time-critical, or sensitive ESA-wide projects, integrating, as appropriate, the expertise, data, and analyses of ESA offices into such projects; and overseeing implementation of the ESA executive resources and the Senior Executive Service and General Workforce performance management program. The following offices shall report and be responsible to the Associate Under Secretary for Management:

a. STAT-USA is a fee-funded office that disseminates business and economic statistics and information electronically. This is a subscription on-line service, responsible for the development and operation of electronic information systems to deliver government, economic, business, statistical, and foreign trade information to the public.

b. The Office of the Chief Information Officer (CIO) is responsible for developing and coordinating ESA's information technology (IT) plan and operational IT plans; establishing and administering IT policies, procedures, and standards; planning and managing IT architecture; providing and supporting IT infrastructure; reviewing and approving IT systems development and acquisitions; approving and coordinating the development and deployment of ESA's systems and applications; planning, operating, and coordinating the Local Area Network (LAN); providing personal computer (PC) help desk support; managing enterprise-wide information management activities, including support for Internet activities, coordinating IT security activities, and maintaining liaison with Department counterpart offices.

c. The Office of Finance and Administration provides administrative support for the Under Secretary and ESA Headquarters program offices. It is responsible for the planning, budget, and financial services of ESA Headquarters and BEA. This includes strategic planning, budget formulation and presentation, preparation of short-term budget projections and operating plans, overseeing financial activities, initiating and processing interagency, cooperative and joint project agreements, and advising managers on decisions that include budget or financial aspects. This office provides liaison with Departmental counterparts; coordinates accounting services and preparation of financial statements in conformance with the Chief Financial Officer CFO Act and other Office of Management and Budget requirements; and acts as the focal point for the General Accounting Office and Departmental audit activities relating to financial management of ESA Headquarters and BEA. The office also provides security, property management, procurement, and administrative management services in the areas of travel, space, training, transportation subsidy, and records management. The office is headed by the CFO/Director of Administration.

SECTION 6. EFFECT ON OTHER ORDERS.

This Order supersedes Department Organization Order 10-9, dated May 14, 2002.

Signed by: Secretary of Commerce

