

U.S. DEPARTMENT OF COMMERCE
DEPARTMENTAL MANAGEMENT



FY 2022 CONGRESSIONAL SUBMISSION

**DEPARTMENT OF COMMERCE
DEPARTMENTAL MANAGEMENT
Budget Estimates, Fiscal Year 2022
Congressional Submission**

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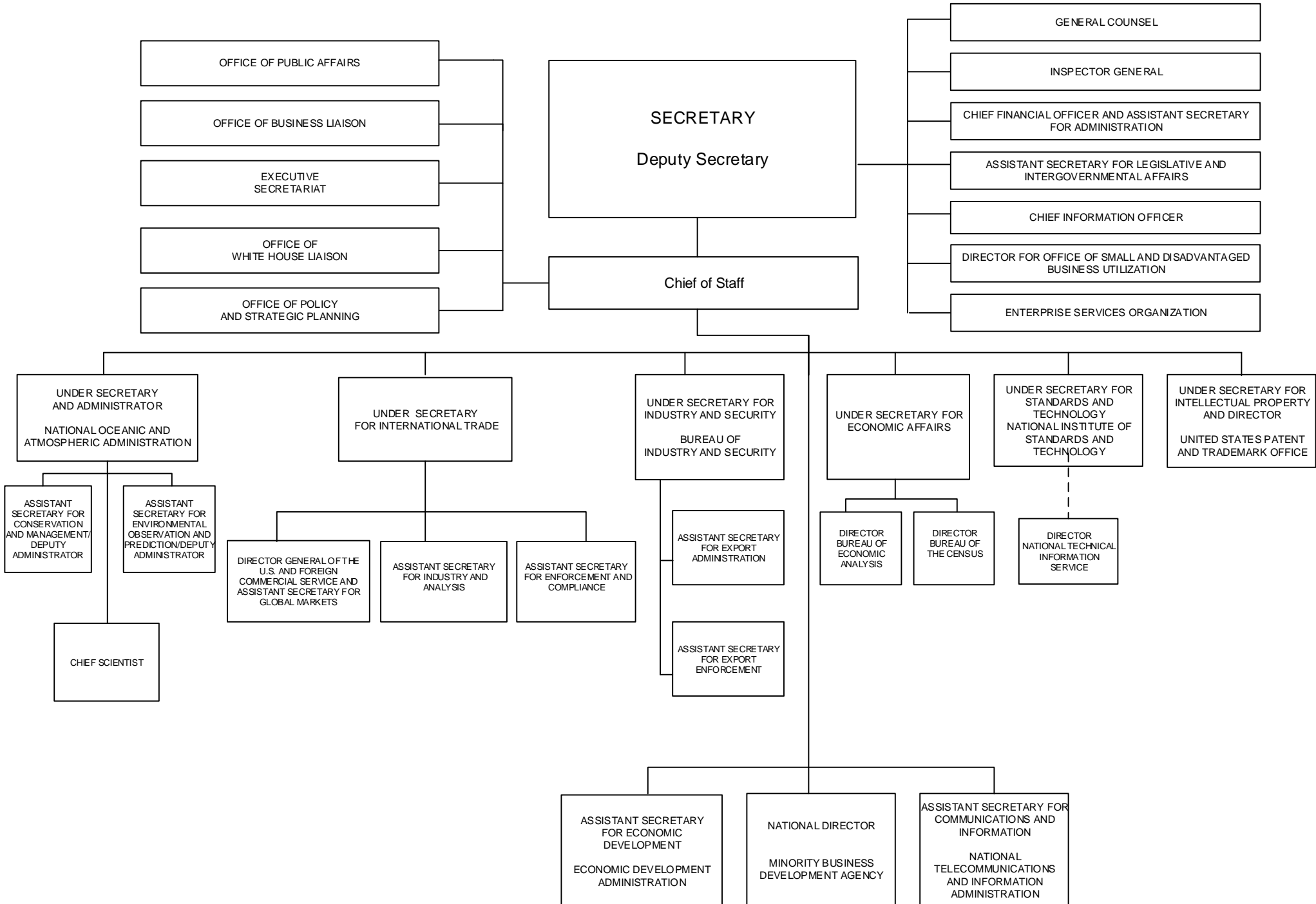
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U.S. DEPARTMENT OF COMMERCE



**DEPARTMENT OF
COMMERCE DEPARTMENTAL
MANAGEMENT
Budget Estimates, Fiscal Year
2022 Executive Summary**

Exhibit 3

Departmental Management's (DM) objective is to develop and provide policies and procedures for administrative planning, oversight, coordination, direction, and guidance to ensure implementation of the Department's mission.

DM is comprised of the following:

Salaries and Expenses (S&E) (\$91.746 million and 284 FTE/ 302 Positions) - The appropriation provides funding for the development and implementation of Departmental policies, coordinates the bureaus' program activities to accomplish the Department's mission, and provides funds for the development and implementation of the Department's internal policies, procedures, and other administrative guidelines. The FY 2022 request includes additional funding for the Office of Intelligence and Security (OIS) to carry out the operational duties associated with the Information and Communications Technology and Services (ICTS) Supply Chain - Executive Order (E.O.) 13873. These additional funds focus on carrying out the operational duties on a case-by-case basis that implement the rule sets and procedures to identify, assess, and address ICTS Supply Chain transactions that pose an undue risk to the ICTS in the United States. It delivers on carrying out E.O. 13873 and demonstrates the President's commitment to the protection of the U.S. digital infrastructure. In support of the President's goal of transitioning to a fully Zero Emission Vehicle Federal fleet, Executive Order 14008, the Office of Facilities and Environmental Quality (OFEQ) requests funding to implement the DOC fleet modernization program to convert the fleet to electric, plug-in hybrid, and hybrid electric vehicles. This also supports and aligns with the Presidential "Buy American" Executive Order 13788 and initiative to replace government fleets with electric vehicles assembled in the U.S. The program will assist with the reduction of fossil fuels and greenhouse gas emissions. The Office of Acquisition Management (OAM) requests funding for MAX.gov which provides tools necessary for producing the President's annual budget, overseeing agency execution of appropriations, and performing a wide range of data collection, tracking, modeling, analysis, presentation, reporting, and publishing activities to support informed decision-making and good governance year-round. This request includes funding for the Office of Executive Direction to fund three additional positions in the Office of Small and Disadvantaged Business Utilization. Funding for Hiring Assessment Line of Business (HLoB) has been included in this submission (Exhibit 6). The HLoB will support the implementation efforts of effective assessments and related efforts including government-wide hiring actions and shared certificates. The work will include developing, promoting, testing, and scaling additional processes and technology in support of assessment processes and related hiring improvements.

Herbert C. Hoover Building (HCHB) Renovation and Modernization (\$1.100 million and 5 FTE/ 5 Positions) - The appropriation provides no-year funding for the Department's expenses associated with the renovation and modernization of HCHB. Renovation and modernization of the Department's headquarters by the General Services Administration (GSA) will extend the building's useful life through infrastructure upgrades, security upgrades, and historic preservation of some features. The FY 2022 request will fund salaries and benefits, rent, utilities, supplies, and equipment for five positions.

Nonrecurring Expenses Fund (NEF) (\$126.900 million and 56 FTE/ 75 Positions) - This fund supports information and business technology system modernization and facilities infrastructure improvements necessary for the operation of the Department. The FY 2022 request includes \$20 million in appropriated funding for Commerce's Business Applications Solution (BAS) project to continue implementation activities to support administrative management systems (financial management, acquisition, property), enterprise data warehouse and business intelligence reporting solutions across Commerce and deployment of the first bureau in FY 2022. The FY 2022 request includes \$106.9 million in appropriated funds to upgrade cybersecurity, targeting cloud security, Security Operations Center (SOC) enhancements, encryption, multifactor authentication, increased logging functions, and enhanced monitoring tools. The NEF was established to include the transfer of unobligated balances of expired discretionary funds appropriated from the General Fund of the Treasury to the Department of Commerce.

Working Capital Fund (WCF) (\$283.551 million and 666 FTE/ 771 Positions) - The WCF is a reimbursable fund that provides necessary centralized services to bureaus of Commerce. Offices that include support services include the Office of Financial Management, the Office of General Counsel, the Office of the Chief Information Officer, the Office of Human Resources Management, the Office of Civil Rights, the Office of Acquisition Management, the Office of Privacy and Open Government, the Office of Intelligence and Security, Enterprise Services, and the Office of Facilities and Environmental Quality. The FY 2022 request includes program increase funding for the following: Continuing Diagnostics and Mitigation, Insider Threat, Hiring Services, Talent Acquisition Solution, Workers Compensation Claim Management, Digital Privacy Compliances and Monitoring Tools, Departmental Privacy Act Analyst - System of Records Notices, Employment, Litigation, and Information, Office of Civil Rights Compliance Division, Legislation and Regulation, Budget Formulation Analyst, Hiring Services for International Trade Administration (ITA), Security Services, ITA Committee on Foreign Investment in the United States - CFIUS Review, ITA Trade Enforcement and Compliance, OGC Support for BIS, and Chief Counsel for Economic Affairs for 2030 Census. The FY 2022 request also includes a reduction for the President's Transition Team and reduction for the non-recurring portion of the prior year program change request for the Office of Financial Management E2 Solutions Travel System Enhancement and Hyperion Software Upgrade, Office of Facilities and Environmental Quality HCHB High Voltage Switchgear & Fire Alarm Maintenance, and Enterprise Services ServiceNow Portal Migration.

Performance:

For current GPRA targets please see the FY 2022/2020 Annual Performance Plan and Report.

Adjustments:

Inflationary Adjustments: Departmental Management’s FY 2022 Base includes a total of \$17,483,000 and 0 FTE/ 0 Positions to account for the full funding requirement for inflationary adjustments. This includes annualization of the FY 2021 pay raise of 1.0 percent, FY 2022 pay raise of 2.7 percent, as well as inflationary changes for labor and non-labor activities, including benefits, utilities, WCF charges, and rent charges from the General Services Administration.

Transfer: Working Capital Fund (WCF) to Salaries and Expenses (S&E):

This proposal transfers funding from two Office of Acquisition Management (OAM) projects, or \$1.062 million 5 FTE/ 5 Positions, out of the WCF account into the DM S&E appropriated account. DM proposes that funds be transferred as a one-time permanent transfer from each bureau into the DM S&E account. The two projects proposed for realignment to Departmental Management are:

OAM's Infrastructure and Support Division - OAM is proposing a transfer of the Career Management Program within the Office of Infrastructure and Support Division to the Departmental Management Salaries and Expenses appropriation. The career management and development function is closely aligned with policy changes and directives in response to government-wide initiatives and with ensuring compliance with DOC acquisition training, certification and experience requirements. This function is more appropriately aligned both financially and organizationally within the Policy and Oversight Division.

OAM's Risk and Program Management - This function supports the Department’s implementation of the Program Management Improvement and Accountability Act, as well as providing management integration for the Department’s Milestone Review Board (MRB) of mission critical programs. The audit liaison role for Government and Accountability (GAO) and Inspector General (IG) audits assists in coordinating GAO activity involving Commerce, monitors the timely resolution and implementation of IG audits by bureau and departmental program offices and coordinates preparation of audit follow-up information for the DOC’s Agency Financial Report. These functions are more appropriately aligned to the S&E account since the function does not directly support the bureaus but facilitates coordination across the Department and with GAO and IG.

From Account	Subactivity	To Appropriation	Subactivity	Amount
Working Capital Fund	OAM's Infrastructure & Support Division (Career Management Program)	Salaries and Expenses	Acquisition Management	\$411,000, 3 FTE/3 Positions
Working Capital Fund	OAM's Risk & Program Management	Salaries and Expenses	Acquisition Management	\$651,000, 2 FTE/2 Positions
Grand-Total				\$1,062,000 5 FTE/5 Positions

Department of Commerce
Departmental Management
Salaries and Expenses
(Direct Obligations amounts in thousands)

Activity: Operations and Administration
Subactivity: Working Capital Fund Transfer To

Object Class	2021 Enacted	2022 Transfer	2022 Base
11.1 Full-time permanent compensation	607	607	607
11.3 Other than full-time permanent	0	0	0
11.5 Other personnel compensation	15	15	15
11.8 Special personnel services payments	0	0	0
11.9 Total Personnel Compensation	622	622	622
12.1 Civilian personnel benefits	212	212	212
13 Benefits for former personnel	0	0	0
21 Travel and Transportation of Persons	0	0	0
22 Transportation of things	0	0	0
23 Rent, Communications, and Utilities	0	0	0
23.1 Rental payments to GSA	13	13	13
23.2 Rental payments to Others	0	0	0
23.3 Communications, Utilities, and Misc. charges	12	12	12
24 Printing and Reproduction	0	0	0
25 Other Contractual Services	0	0	0
25.1 Advisory and Assistance Services	0	0	0
25.2 Other Services from Non-Federal Sources	183	183	183
25.3 Other Goods and Services from Federal Sources	0	0	0
25.4 Operation and Maintenance of facilities	0	0	0
25.5 Research and Development Contracts	0	0	0
25.6 Medical Care	0	0	0
25.7 Operation and Maintenance of Equipment	0	0	0
25.8 Subsistence and Support of Persons	0	0	0
26 Supplies and Materials	10	10	10
31 Equipment	10	10	10
44 Refunds	0	0	0
99.9 Total Obligations	1062	1,062	1,062

Department of Commerce
Departmental Management
Salaries and Expenses
(Direct Obligations amounts in thousands)

Activity: Operations and Administration
Subactivity: Salaries and Expenses Transfer from

Object Class	2021 Enacted	2022 Transfer	2022 Base
11.1 Full-time permanent compensation	-607	(607)	(607)
11.3 Other than full-time permanent	0	0	0
11.5 Other personnel compensation	-15	(15)	(15)
11.8 Special personnel services payments	0	0	0
11.9 Total Personnel Compensation	-622	(622)	(622)
12.1 Civilian personnel benefits	-212	(212)	(212)
13 Benefits for former personnel	0	0	0
21 Travel and Transportation of Persons	0	0	0
22 Transportation of things	0	0	0
23 Rent, Communications, and Utilities	0	0	0
23.1 Rental payments to GSA	-13	(13)	(13)
23.2 Rental payments to Others	0	0	0
23.3 Communications, Utilities, and Misc. charges	-12	(12)	(12)
24 Printing and Reproduction	0	0	0
25 Other Contractual Services	0	0	0
25.1 Advisory and Assistance Services	0	0	0
25.2 Other Services from Non-Federal Sources	-183	(183)	(183)
25.3 Other Goods and Services from Federal Sources	0	0	0
25.4 Operation and Maintenance of facilities	0	0	0
25.5 Research and Development Contracts	0	0	0
25.6 Medical Care	0	0	0
25.7 Operation and Maintenance of Equipment	0	0	0
25.8 Subsistence and Support of Persons	0	0	0
26 Supplies and Materials	-10	(10)	(10)
31 Equipment	-10	(10)	(10)
44 Refunds	0	0	0
99.9 Total Obligations	-1062	(1,062)	(1,062)

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 FY 2022 PROGRAM INCREASES / DECREASES / TERMINATIONS**
 (Dollar amounts in thousands)
 (By Appropriation, Largest to Smallest)

Increases

Page No.	Appropriations	Budget Program	Title of Increase	Positions	Budget Authority
DM-20	Salaries and Expenses	Operations and Administration	Information and Communications Technology Services (ICTS) Supply Chain	13	5,783
DM-24	Salaries and Expenses	Operations and Administration	Fleet Modernization - Electric Vehicle Conversion (EVC)	0	3,000
DM-26	Salaries and Expenses	Operations and Administration	Office of Small and Disadvantaged Business Utilization (OSDBU)	3	539
DM-30	Salaries and Expenses	Operations and Administration	OMB MAX	0	259
Subtotal, Increases				16	9,581

Decreases

Page No.	Appropriations	Budget Program	Title of Decrease	Positions	Budget Authority
DM-32	Salaries and Expenses	Operations and Administration	Reduction in Printing, Travel, Utilities, and Supplies	0	(1,165)
Subtotal, Decreases					(1,165)

Terminations

Page No.	Appropriations	Budget Program	Title of Termination	Positions	Budget Authority
Subtotal, Terminations					

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**Department of Commerce
Departmental Management
Salaries and Expenses
FY 2022 Transfer Summary Table**

(Dollar amounts in thousands)

(Grouped by Title of Transfer, Largest to Smallest)

Budget Program	Appropriations	Title of Transfer	Positions	Budget Authority
Operations and Administration NOAA	Salaries and Expenses NOAA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from NOAA)</i>		396 (396)
Operations and Administration CENSUS	Salaries and Expenses CENSUS	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from CENSUS)</i>		261 (261)
Operations and Administration PTO	Salaries and Expenses PTO	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from PTO)</i>		197 (197)
Operations and Administration NIST	Salaries and Expenses NIST	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from NIST)</i>		153 (153)
Operations and Administration ITA	Salaries and Expenses ITA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from ITA)</i>		26 (26)
Operations and Administration BEA	Salaries and Expenses BEA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from BEA)</i>		8 (8)
Operations and Administration BIS	Salaries and Expenses BIS	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from BIS)</i>		7 (7)
Operations and Administration NTIA	Salaries and Expenses NTIA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from NTIA)</i>		5 (5)
Operations and Administration EDA	Salaries and Expenses EDA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from EDA)</i>		3 (3)
Operations and Administration OIG	Salaries and Expenses OIG	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from OIG)</i>		3 (3)
Operations and Administration NTIS	Salaries and Expenses NTIS	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from NTIS)</i>		2 (2)
Operations and Administration MBDA	Salaries and Expenses MBDA	Working Capital Fund Transfer (to DM S&E) <i>Working Capital Fund Transfer (from MBDA)</i>		1 (1)
Total, Transfer to DM S&E				1,062

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**Department of Commerce
Departmental Management
Salaries and Expenses
SUMMARY OF RESOURCE REQUIREMENTS**
(Dollar amounts in thousands)

	Positions	FTE	Budget Authority	Direct Obligations
Enacted Budget, 2021	256	242	73,000	73,000
2022 Adjustments to Base				
Plus: Transfer from WCF Account	5	5	1,062	1,062
Plus: Restoration of Baseline	25	25	4,200	4,200
Plus: Inflationary/Adjustments to Base			5,068	5,068
2022 Base	286	272	83,330	83,330
Plus: 2022 Program Changes	16	12	8,416	8,416
2022 Estimate	302	284	91,746	91,746

**Comparison by activity/subactivity
with totals by activity**

		2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration	Pos./BA	205	61,000	256	73,000	286	83,330	302	91,746	16	8,416
	FTE/Obl.	183	66,645	242	73,000	272	83,330	284	91,746	12	8,416
Total	Pos./BA	205	61,000	256	73,000	286	83,330	302	91,746	16	8,416
	FTE/Obl.	183	66,645	242	73,000	272	83,330	284	91,746	12	8,416

Adjustments to Obligations:

Recoveries	
Unobligated balance, start of year	
Unobligated balance, transferred	(6,000)
Unobligated balance, rescission	
Unobligated balance, end of year	355
Unobligated balance, expiring	

Financing from Transfers:

Transfer from other accounts (-)	
Transfer to other accounts (+)	

Appropriation	61,000	73,000	83,330	91,746	8,416
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**Department of Commerce
Departmental Management
Salaries and Expenses
SUMMARY OF REIMBURSABLE OBLIGATIONS**
(Dollar amounts in thousands)

		2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration	Pos./BA	93		63	0	63	0	64	0	1	0
	FTE/Obl.	91	104,979	63	126,396	63	126,396	64	127,222	1	826
TOTALS	Pos./BA	93		63		63		64		1	
	FTE/Obl.	91	104,979	63	126,560	63	126,396	64	127,222	1	826
Adjustments to Obligations:											
	Recoveries (COMMITTS)		(3)								
	Unobligated balance, start of year (COMMITTS)		(161)		(164)						
	Unobligated balance, transferred										
	Unobligated balance, end of year		164								
	Unobligated balance, expiring										
Financing from Transfers:											
	Transfer from other accounts (-)										
	Transfer to other accounts (+)										
Reimbursable Authority			104,979		126,396		126,396		127,222		826

1/ Commerce Information Technology Solutions

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 SUMMARY OF FINANCING**
 (Dollar amounts in thousands)

	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
Total Obligations	171,624	199,560	209,726	218,968	9,242
Offsetting collections from:					
Federal funds	(104,979)	(126,396)	(126,396)	(127,222)	(826)
Trust funds					
Non-Federal sources					
Recoveries		0			
Unobligated balance, start of year		(164)			
Unobligated balance, transferred	(6,000)	0			
Unobligated balance, end of year	355	0			
Unobligated balance, expiring		0			
Budget Authority	61,000	73,000	83,330	91,746	8,416
Financing:					
Transfer from other accounts (-)	0	0	0	0	0
Transfer to other accounts (+)	0	0	0	0	0
Appropriation	61,000	73,000	83,330	91,746	8,416

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 ADJUSTMENTS TO BASE
 (Dollar amounts in thousands)**

	Positions	Amount
Transfers from DM WCF Account	5	1,062
Restoration to Baseline	25	4,200
Other Changes:		
2021 Pay Raise		58
2022 Pay Raise		787
Increase in awards		0
Full-year cost in 2022 of positions financed for part-year in 2021		147
Change in compensable days		0
Civil Services Retirement System (CSRS)		0
Federal Employees Retirement System (FERS)		309
Thrift Savings Plan (TSP)		699
Federal Insurance Contribution Act (FICA) - OASDI		17
Health Insurance		68
Employees Compensation Fund		-31
Travel:		
Mileage		0
Per Diem		0
Rental payment to GSA		182
GSA Furniture and IT Program (FIT)		397
Working Capital Fund, Departmental Management		1,855
National Archives and Records Administration (NARA)		7
General Pricing Level Adjustments		220
Continuous Diagnostics and Mitigation Charges		8
Enterprise Services		326
Telecommunications Services - Enterprise Infrastructure Services (EIS)		21
Federal Protective Services		-2
Subtotal, other changes		<u>5,068</u>
Total, adjustment to base	<u>30</u>	<u>10,330</u>

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 PROGRAM AND PERFORMANCE: DIRECT OBLIGATIONS
 (Dollar amounts in thousands)**

Activity: Operations and Administration

Line Item	2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/Decrease Over 2022 Base	
	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration										
Pos./BA	205	61,000	256	73,000	286	83,330	302	91,746	16	8,416
FTE/Obl	183	66,645	242	73,000	272	83,330	284	91,746	12	8,416
Total										
Pos./BA	205	61,000	256	73,000	286	83,330	302	91,746	16	8,416
FTE/Obl	183	66,645	242	73,000	272	83,330	284	91,746	12	8,416

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 PROGRAM AND PERFORMANCE: REIMBURSABLE OBLIGATIONS**
 (Dollar amounts in thousands)

Activity: Operations and Administration

Comparison by activity		2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/Decrease Over 2022 Base	
		FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Operations and Administration	Pos./BA	93	0	63	0	63	0	64	0	1	0
	FTE/Obl	91	104,979	63	126,396	63	126,396	64	127,222	1	826
Total	Pos./BA	93	0	63	0	63	0	64	0	1	0
	FTE/Obl	91	104,979	63	126,396	63	126,396	64	127,222	1	826

Department of Commerce
Departmental Management
Salaries and Expenses
JUSTIFICATION OF PROGRAM AND PERFORMANCE
(Dollar amounts in thousands)

Activity: Operations and Administration

Goal Statement

DM provides Departmental policies, planning, and administrative guidance to ensure the efficient and effective implementation of the Department's mission statement. DM develops and implements policy affecting U.S. and international activities as well as internal goals and operations of the Department. DM serves as the primary liaison with the executive branch, legislative affairs, and private sector groups. Furthermore, DM is the management and administrative control point for the Department. The S&E Appropriation funds the senior officials and support staff responsible for providing leadership in ensuring the accomplishment of the Department's mission. This mission focuses on promoting job creation, economic growth, sustainable development, and improved living standards for all Americans.

Base Program

S&E Operations and Administration funding supports coordination of bureau program activities and development and implementation of the Department's internal policies, procedures, and other administrative guidelines. Functions include the oversight, direction and coordination of the Department's many activities and the representation of the Administration before the public, the business community, the Congress, and other executive agencies and departments. This funding is also used to assist the Secretary in planning, supervising, and directing resources and programs and executing her obligations under law, by providing consistency in the bureaus' administrative operations. Activities of DM S&E relate to DOC's Performance Goal of identifying and effectively managing human and material resources critical to the success of the Department's strategic goals. Offices within S&E Operations and Administration include: Secretary, Chief of Staff, Executive Secretariat, Deputy Secretary, Business Liaison, General Counsel, Policy and Strategic Planning, Public Affairs and Press Secretary, Legislative & Intergovernmental Affairs, Chief Information Officer, CFO and Assistant Secretary for Administration, Financial Management, Human Resources Management, Intelligence and Security, Civil Rights, Privacy and Open Government, Budget, Acquisitions Management, and Enterprise Services.

Statement of Operating Objectives

Within the S&E appropriation, the Operations and Administration line activity funds the senior officials and support staff responsible for providing leadership in ensuring the accomplishment of the Department’s mission. S&E provides oversight, direction and coordination of the Department’s many activities and the representation of the Administration before the public, the business community, the Congress, and other executive agencies and departments. Furthermore, it develops and implements internal policies, procedures, and other administrative guidelines. This includes both assisting the Secretary to plan, supervise, and direct the resources and programs of the Department and execute his obligations under law, by providing consistency in the bureaus’ administrative operations.

Explanation and Justification

	<u>2020 Actuals</u>		<u>2021 Enacted</u>		<u>2022 Base</u>	
	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration						
Pos./BA	205	61,000	256	73,000	286	83,330
FTE/Obl	183	66,645	242	73,000	272	83,330

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 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Intelligence and Security	Pos./BA	39	10,529	52	16,312	13	5,783
	FTE/Obl.	35	10,529	45	16,312	10	5,783

Information and Communications Technology and Services Supply Chain (+\$5,783, 10 FTE/13 Positions)--This program will carry out the operational duties on a case-by-case basis that implement the rule sets and procedures to identify, assess, and address Information and Communications Technology Services (ICTS) Supply Chain transactions that pose an undue risk to the ICTS in the United States. It delivers on carrying out Executive Order (E.O.) 13873 and demonstrates the President’s commitment to the protection of the U.S. digital infrastructure. The E.O. gives the Secretary of Commerce, in consultation with other relevant Federal agencies, authority to prohibit or mitigate transactions initiated, pending, or completed after May 15, 2019 that involve ICTS designed, developed, manufactured, or supplied by persons owned by, controlled by, or subject to the jurisdiction or direction of a foreign adversary.

The ICTS program in the Office of Intelligence and Security will be used to intake and administratively handle referrals from other agencies, vet and prioritize referrals, compile intelligence on transactions, conduct investigations into transactions, review license applications, and deliver reports of investigative findings to reviewing agencies. Additionally, the program will be required to establish and outfit an intelligence organization that can interface with the intelligence community, contract with and utilize relevant vendors, and utilize open-source and proprietary intelligence to obtain and acquire necessary information to appropriately evaluate these transactions. This program implements a coordinated effort to strengthen the Office of the Deputy Assistant Secretary for Intelligence and Security integrated efforts across the Department and Bureaus to implement of the requirements related to the National Security Presidential Memoranda-Research Security Program. The goal is to assist with standardized procedures for managing the Department Research Security Program requirements across all Bureaus and eliminating duplication of effort across the enterprise. An increase of \$5,783 and 13 positions will address critical staffing capability gaps required to correlate complex technical analysis and interpret all-source intelligence (to include cybersecurity threat concerns). The increase will provide a more comprehensive reach for researching and analyzing significant current events, threat actors, campaigns, tactics, techniques, and procedures for risk. This broader capability is critical to supporting all Departmental Bureaus, Operating Units, and interested third parties with a more comprehensive approach to identifying, aggregating, analyzing and disseminating threat, vulnerability, and incident information that will ultimately strengthen America’s economic competitiveness.

Performance Measures:

	2022	2023	2024	2025	2026
Percentage of investigations adjudicated with increase	100	100	95	90	90
Percentage of investigations adjudicated without increase	0	0	0	0	0
Percentage of license applications reviewed with increase	25	25	20	15	15
Percentage of license applications reviewed without increase	0	0	0	0	0

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PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Intelligence and Security
 Program Change: Information and Communications Technology and Services Supply Chain

<u>Full-time permanent</u>					
				Annual	Total
Title		Grade	Number	Salary	Salaries
Supervisory Intelligence Research Analyst		15	1	167,934	167,934
Administrative Officer		12	1	101,614	101,614
Intelligence Research Analyst		14	7	142,726	999,085
Investigative Analyst		14	2	142,726	285,453
Criminal Investigator		14	1	142,726	142,726
Attorney		14	1	142,726	142,726
Total			13		1,839,539
Less lapse	-25%		(3)		(459,885)
Total full-time permanent (FTE)			10		1,379,655
2022 Pay Adjustment (2.7%)					37,251
Total					1,416,905
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			10		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			10		
<u>Authorized Positions</u>					
Full-time permanent			13		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			13		

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 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Intelligence and Security

	Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1	Full-time permanent compensation	2,630	4,190	4,275	5,692	1,417
11.3	Other than full-time permanent	0	0	0	0	0
11.5	Other personnel compensation	339	609	615	739	124
11.8	Special personnel services payments	0	0	0	0	0
11.9	Total personnel compensation	2,969	4,799	4,890	6,431	1,541
12.1	Civilian personnel benefits	1,150	1,671	1,710	2,390	680
13	Benefits for former personnel	0	0	0	0	0
21	Travel and transportation of persons	14	128	130	156	26
22	Transportation of things	32	41	42	42	0
23	Rent, communications, and utilities	0	0	0	0	0
23.1	Rental payments to GSA	0	0	0	0	0
23.2	Rental payments to others	0	0	0	69	69
23.3	Communications, utilities, and misc. charges	30	59	60	251	191
24	Printing and reproduction	4	8	8	829	821
25	Other contractual services	0	0	0	0	0
25.1	Advisory and assistance services	0	0	0	0	0
25.2	Other services from non-Federal sources	3,712	1,559	1,589	3,140	1,551
25.3	Other goods and services from Federal sources	1,523	1,921	1,958	2,803	845
25.4	Operation and maintenance of facilities	0	0	0	0	0
25.5	Research and development contracts	0	0	0	0	0
25.6	Medical care	0	0	0	0	0
25.7	Operation and maintenance of equipment	0	0	0	0	0
25.8	Subsistence and support of persons	0	0	0	0	0
26	Supplies and materials	25	72	73	107	34
31	Equipment	63	68	69	94	25
32	Lands and structures	0	0	0	0	0
33	Investments and loans	0	0	0	0	0
41	Grants, subsidies and contributions	0	0	0	0	0
42	Insurance claims and indemnities	0	0	0	0	0
43	Interest and dividends	0	0	0	0	0
44	Refunds	0	0	0	0	0
99.9	Total obligations	9,522	10,326	10,529	16,312	5,783

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 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Facilities and Environmental Quality	Pos./BA	5	988	5	3,988	0	3,000
	FTE/Obl.	4	988	4	3,988	0	3,000

Fleet Modernization - Electric Vehicle Conversion (EVC) (+\$3,000, 0 FTE/0 Positions) -- This request will fund the electrifying of Federal motor vehicle fleet as outlined by Executive Order (EO) 14008, Tackling the Climate Crisis at Home and Abroad. This EO allows agencies to make fleet purchases within their owned vehicle fleets or as part of a transition to General Services Administration (GSA) leased fleet to convert fleet vehicles to electric (EV), plug-in hybrid electric (PHEV), and hybrid electric (HEV) vehicles, and purchase/install charging stations and associated infrastructure for the program.

The DOC fleet modernization program to convert the fleet to electric, plug-in hybrid, and hybrid electric vehicles; is in support and aligns with the Presidential “Buy American” Executive Order 13788 and initiative to replace government fleets with electric vehicles assembled in the U.S. The program will assist with the reduction of fossil fuels and greenhouse gas emissions. The DOC can convert the fleet vehicles to electric, plug-in hybrid electric, and hybrid electric vehicles and associated charging stations at a total cost of approximately \$1.7 million in FY 2022, with support from GSA and the White House Council on Environmental Quality for vehicle availability and additional policy requirements. The remaining \$1.3 million will be allocated for additional procurement of electric vehicles, charging stations and infrastructure requirements at multiple sites.

The Department is coordinating all of these efforts to meet or exceed the Zero Emission Vehicle (ZEV)-related goals set forth in the comprehensive plan developed pursuant to EO 14008, Section 205(a). Funds for these DOC ZEV activities are part of a \$600 million request in the President’s Budget for ZEVs and charging infrastructure that is contained within the individual budgets of 18 Federal agencies, including ZEV Federal fleet dedicated funds at the General Services Administration. This investment will be complemented by Department of Energy funding to provide technical assistance to agencies through the Federal Energy Management Program as the Department of Commerce builds and grows its ZEV infrastructure. This investment serves as a down payment to support a multiyear, whole-of-government transformation to convert the Federal motor vehicle fleet to ZEVs and thereby reduce carbon emissions.

Performance Measures:	2022	2023	2024	2025	2026
Requirement with increase	15	25	50	75	100
Requirement with without increase	0	0	0	0	0

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PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Facilities and Environmental Quality

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	582	525	536	536	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	8	26	26	26	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	590	551	562	562	0
12.1 Civilian personnel benefits	173	162	166	166	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	6	6	6	0
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	0	0	0	0	0
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	5	8	8	8	0
24 Printing and reproduction	3	4	4	4	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	195	203	208	208	0
25.3 Other goods and services from Federal sources	22	18	18	3,018	3,000
26 Supplies and materials	0	10	10	10	0
31 Equipment	8	6	6	6	0
99.9 Total obligations	996	968	988	3,988	3,000

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 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Executive Direction	Pos./BA	108	16,499	111	17,038	3	539
	FTE/Obl.	98	16,499	100	17,038	2	539

Office of Small and Disadvantaged Business Utilization (OSDBU) (+\$539, 2 FTE/3 Positions) -- This request for funding is for three positions and \$539K within the Office of Small and Disadvantaged Business Utilization, a component of the Office of Executive Direction. It will bring OSDBU from two current positions to five total positions, thereby restoring the original staffing level. As a result, the Office of Executive Direction positions increases from 108 to 111.

The OSDBU is the advocacy and advisory office responsible for the implementation of the Department’s Small Business Program. The organization is responsible for developing long-range strategic plans and small business contracting goals to help ensure small businesses, including socioeconomic businesses, are given fair opportunity to compete for the Department’s contracts and grants. The OSDBU monitors and guides the Department’s efforts to comply with the Small Business Act as it relates to the procurement of goods and services. The organization provides technical assistance to Departmental operating units, including procurement offices, on effective use of the Small Business Program, Federal Acquisition Regulation (FAR), SBA regulations (13 CFR), and OMB policies to award contracts to small businesses, including Small Disadvantaged Business (SDB), 8(a) participants, Women-Owned Small Business (WOSB), HUBZone Small Business, Veteran-Owned Small Business (VOSB), and Service-Disabled Veteran-Owned Small Business (SDVOSB). The OSDBU compiles and analyzes acquisition and statistical data relevant to the Small Business Program and uses data to plan and implement strategies to improve Departmental performance and shares data with operating units for their use to improve performance. The OSDBU evaluates proposed legislation, regulatory changes, and Departmental policies and procedures relevant to the statutory requirements of the Small Business Act and formulates recommendations. The OSDBU develops Departmental Small Business Program policies and procedures to ensure consistency across all operating units. The OSDBU supervises a corps of small business specialists assigned to the bureau procurement offices who are responsible for communicating with and counseling small businesses seeking contract opportunities.

- The funding request for three positions will:
- Provide the office with resources needed to carry out the responsibilities identified in section 15(k) of the Small Business Act;
 - Expand technical capabilities to focus on increasing contract and subcontract awards to small businesses;
 - Represent the Department on interagency councils and workgroups, including the FAR Council Small Business Team charged with updating the FAR based on SBA’s regulations and OMB policies;
 - Review proposed legislation to determine impact to DOC’s Small Business Program and small businesses seeking contracts with the Department and formulate comments;
 - Develop complex statistical analyses to identify and target processes and behaviors that serve as barriers to improving small business procurement performance;
 - Conduct workforce training and deliver presentations on the DOC Small Business Program and procurement rules;
 - Provide technical support to contracting officers and acquisition teams on how to devise small business award strategies.

Performance Measures:

Increase contract and subcontract awards to small business with increase
Increase contract and subcontract awards to small business without increase

2022	2023	2024	2025	2026
80%	83%	85%	90%	95%
45%	50%	50%	50%	50%

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PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Executive Direction
 Program Change: Office of Small and Disadvantaged Business Utilization

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Procurement Analyst		GS - 15	1	157,709	157,709
Procurement Analyst		GS - 14	1	133,465	133,465
Procurement Analyst		GS - 12	1	112,240	112,240
Total			3		403,414
Less lapse	-25%		(1)		(100,854)
Total full-time permanent (FTE)			2		302,561
2022 Pay Adjustment (2.7%)					8,169
Total					310,730
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			2		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			2		
<u>Authorized Positions</u>					
Full-time permanent			3		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			3		

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 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Executive Direction

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	5,717	9,535	9,728	10,039	311
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	393	882	891	911	20
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	6,110	10,417	10,619	10,950	331
12.1 Civilian personnel benefits	1,815	3,444	3,515	3,624	109
13 Benefits for former personnel	-5	0	0	0	0
21 Travel and transportation of persons	613	824	840	849	9
22 Transportation of things	14	32	33	33	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	0	21	21	21	0
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	136	184	188	241	53
24 Printing and reproduction	8	20	20	23	3
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	91	615	627	627	0
25.3 Other goods and services from Federal sources	630	363	370	387	17
26 Supplies and materials	81	139	142	149	7
31 Equipment	195	122	124	134	10
99.9 Total obligations	9,688	16,181	16,499	17,038	539

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 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base		
		Personnel	Amount	Personnel	Amount	Personnel	Amount	
Office of Acquisition Management	Pos./BA	17	3,980	17	4,239	0		259
	FTE/Obl.	15	3,980	15	4,239	0		259

MAX.gov (+\$259, 0 FTE/0 Positions) --This funding request supports the Office of Acquisition Management’s (OAM) role in providing Department of Commerce access and user accounts for OMB’s MAX.gov information system. MAX.gov provides the tools necessary for producing the President’s annual Budget, overseeing agency execution of appropriations, and performing a wide range of data collection, tracking, modeling, analysis, presentation, reporting, and publishing activities to support informed decision-making and good governance year-round.

Due to continued increasing costs for OMB’s MAX.gov, OAM is seeking an increase to account for the expected cost of that access in FY22. The MAX.gov cost has increased to a point that is unsustainable in OAM’s current budget. Even when the Department moves to the Business Applications Solution consolidated data warehouse; Departmental Management will need to maintain the OMB MAX data warehouse for S&D and FPDS analytical and metric support.

Performance Measures:

	2022	2023	2024	2025	2026
Number of Department personnel with general accounts and access to OMB Max tools with increase	100	100	100	100	100
Number of Department personnel with general accounts and access to OMB Max tools without increase	0	0	0	0	0

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PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Acquisition Management

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	1,919	2,420	2,469	2,469	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	49	40	41	41	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	1,968	2,460	2,510	2,510	0
12.1 Civilian personnel benefits	568	787	803	803	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	1	9	9	9	0
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	0	0	0	0	0
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	0	0	0	0	0
24 Printing and reproduction	2	4	4	4	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	585	551	562	562	0
25.3 Other goods and services from Federal sources	96	60	61	320	259
26 Supplies and materials	0	17	17	17	0
31 Equipment	16	14	14	14	0
99.9 Total obligations	3,236	3,902	3,980	4,239	259

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 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration	Pos./BA	286	83,330	286	82,165	0	(1,165)
	FTE/Obl.	272	83,330	272	82,165	0	(1,165)

Reduction in Printing, Travel, Utilities, and Supplies ((\$1,165), 0 FTE/0 Positions) --This request will decrease S&E funding as a result of reductions primarily in printing, travel, utilities, and supplies; which are a result of increased remote teleworking due to the COVID-19 pandemic.

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 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Salaries and Expenses

	Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1	Full-time permanent compensation	23,292	29,453	34,171	34,171	0
11.3	Other than full-time permanent	0	0	0	0	0
11.5	Other personnel compensation	1,465	2,180	2,195	2,195	0
11.8	Special personnel services payments	0	0	0	0	0
11.9	Total personnel compensation	24,757	31,633	36,366	36,366	0
12.1	Civilian personnel benefits	8,133	10,597	12,952	12,952	0
13	Benefits for former personnel	-6	0	0	0	0
21	Travel and transportation of persons	651	1,095	1,095	1,060	-35
22	Transportation of things	46	79	81	81	0
23	Rent, communications, and utilities	0	0	0	0	0
23.1	Rental payments to GSA	4,311	4,490	4,685	4,685	0
23.2	Rental payments to others	37	37	38	-27	-65
23.3	Communications, utilities, and misc. charges	735	881	910	686	-224
24	Printing and reproduction	115	130	132	-668	-800
25	Other contractual services	0	0	0	0	0
25.1	Advisory and assistance services	359	359	359	359	0
25.2	Other services from non-Federal sources	7,980	5,626	6,010	6,010	0
25.3	Other goods and services from Federal sources	18,347	17,259	19,453	19,453	0
25.4	Operation and maintenance of facilities	0	0	0	0	0
25.5	Research and development contracts	0	0	0	0	0
25.6	Medical care	0	0	0	0	0
25.7	Operation and maintenance of equipment	0	0	0	0	0
25.8	Subsistence and support of persons	0	0	0	0	0
26	Supplies and materials	205	406	423	382	-41
31	Equipment	975	408	826	826	0
32	Lands and structures	0	0	0	0	0
33	Investments and loans	0	0	0	0	0
41	Grants, subsidies and contributions	0	0	0	0	0
42	Insurance claims and indemnities	0	0	0	0	0
43	Interest and dividends	0	0	0	0	0
44	Refunds	0	0	0	0	0
99.9	Total obligations	66,645	73,000	83,330	82,165	-1,165

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SUMMARY OF REQUIREMENTS BY OBJECT CLASS**
(Dollar amounts in thousands)

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
11.1 Full-time permanent compensation	23,292	29,453	34,171	35,899	1,728
11.3 Other than full-time permanent	0	0		0	0
11.5 Other personnel compensation	1,465	2,180	2,195	2,339	144
11.8 Special personal services payments	0	0	0	0	0
11.9 Total personnel compensation	24,757	31,633	36,366	38,238	1,872
12.1 Civilian personnel benefits	8,133	10,597	12,952	13,741	789
13 Benefits for former personnel	(6)	0	0	0	0
21 Travel and transportation of persons	651	1,095	1,095	1,095	0
22 Transportation of things	46	79	81	81	0
23 Rent, Communications, and Utilities	0	0	0	0	0
23.1 Rental payments to GSA	4,311	4,490	4,685	4,685	0
23.2 Rental payments to others	37	37	38	42	4
23.3 Communications, utilities, and misc. charges	735	881	910	930	20
24 Printing and reproduction	115	130	132	156	24
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	359	359	359	359	0
25.2 Other services from non-Federal sources	7,980	5,626	6,010	7,561	1,551
25.3 Other goods and services from Federal sources	18,347	17,259	19,453	23,574	4,121
26 Supplies and materials	205	406	423	423	0
31 Equipment	975	408	826	861	35
99 Total obligations	66,645	73,000	83,330	91,746	8,416
Transfers from other accounts		0	0	0	
Less prior year unobligated balance		0	0	0	
Total Budget Authority	66,645	73,000	83,330	91,746	8,416
Personnel Data					
Full-time Equivalent Employment					
	143	202	232	244	12
Full-time permanent	40	40	40	40	0
Other than full-time permanent	183	242	272	284	12
Total					
Authorized Positions:					
	155	206	236	252	16
Full-time permanent	50	50	50	50	0
Other than full-time permanent	205	256	286	302	16
Total					

**Department of Commerce
Departmental Management
Salaries and Expenses
JUSTIFICATION OF PROPOSED LANGUAGE CHANGES**

FY 2022

For necessary expenses for the management of the Department of Commerce provided for by law, including not to exceed \$4,500 for official reception and representation, [\$73,000,000: Provided, That no employee of the Department of Commerce may be detailed or assigned from a bureau or office funded by this Act or any other Act to offices within the Office of the Secretary of the Department of Commerce for more than 90 days in a fiscal year unless the individual's employing bureau or office is fully reimbursed for the salary and expenses of the employee for the entire period of assignment using funds provided under this heading. Provided further, That amounts made available to the Department of Commerce in this or any prior Act may not be transferred pursuant to section 508 of this or any prior Act to the account funded under this heading, except in the case of extraordinary circumstances that threaten life or property.] "\$91,746,000"

**Department of Commerce
Departmental Management
Salaries and Expenses
APPROPRIATION LANGUAGE AND CODE CITATION**

FY 2022

Salaries and Expenses

For expenses necessary for the Department of Commerce provided for by law.

15 U.S.C. 1501

15 U.S.C. 1501 provides that: "There shall be...the Department of Commerce, and a Secretary of Commerce, who shall be the head thereof..."
The sections which follow 15 U.S.C. 1501 establish various Assistant Secretaries and define general powers and duties of the Department.

Including not to exceed \$4,500 for official entertainment.

No Specific Authority

5 U.S.C. 5536 prohibits additional pay or allowance to employees unless the appropriation therefore specifically states that it is for the additional pay or allowance.

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 ADVISORY AND ASSISTANCE SERVICES**
 (Dollar amounts in thousands)

	2020 Actuals	2021 Enacted	2022 Estimate
Consulting services	359	359	359
Management and professional services	0	0	0
Special studies and analyses	0	0	0
Management and support services for research and development	0	0	0
Total	359	359	359

Department of Commerce
Departmental Management
Salaries and Expenses
PERIODICALS, PAMPHLETS, AND AUDIOVISUAL PRODUCTS
 (Dollar amounts in thousands)

	2020 Actuals	2021 Enacted	2022 Estimate
Periodicals	6	6	6
Pamphlets	0	0	0
Audiovisuals	0	0	0
Total	6	6	6

**Department of Commerce
 Departmental Management
 Salaries and Expenses
 AVERAGE GRADES AND SALARIES**

	2020 Actuals	2021 Enacted	2022 Estimate
Average ES Salary	237,031	245,980	252,621
Average EX Salary	226,593	261,157	268,208
Average GS/GM Grade	13	13	13
Average GS/GM Salary	151,973	168,507	173,057
Average SL Salary	253,380	261,408	268,466
Average WG Grade	7	7	7
Average WG Salary	78,194	79,026	81,160
Average ZA Grade	4	4	4
Average ZA Salary	194,447	197,349	202,677
Average ZP Grade	4	5	5
Average ZP Salary	216,378	235,814	242,181

*Average ES Grade is not reflected for FY 20, 21, and 22 because ES Salary Table does not show grade levels (depicted as a range)

**Department of Commerce
Departmental Management
Salaries and Expenses
DIRECT COST BY OFFICE**
(Dollar amounts in thousands)

OFFICE	2020 Actuals			2021 Enacted			2022 Estimate		
	POS	FTE	Amount	POS	FTE	Amount	POS	FTE	Amount
Human Resources Management	8	7	1,764	12	11	2,299	13	12	2,505
Civil Rights	9	6	1,695	9	9	1,492	9	9	1,510
Financial Management	11	11	2,289	11	10	2,462	12	11	2,681
Intelligence and Security	25	25	9,522	35	33	10,326	52	47	17,050
Facilities and Environmental Quality	4	4	996	4	4	968	5	5	4,158
Acquisition Management	13	13	3,236	15	14	3,902	22	21	5,651
Office of Budget	19	13	3,336	21	20	3,031	21	20	3,054
Office of Privacy and Open Government	5	4	1,261	6	6	1,218	7	7	1,408
General Counsel	6	6	694	6	6	719	7	7	887
Chief Information Officer	30	28	9,573	27	26	7,803	32	31	8,844
Chief Financial Officer/Assistant Secretary for Administration	10	10	1,873	11	10	2,004	11	10	2,034
Enterprise Services	1	0	638	1	1	166	1	1	168
Executive Direction	64	56	9,688	98	93	16,181	110	104	18,426
Central Charges	0	0	20,080	0	0	20,426	0	0	23,371
Total Salaries & Expenses Budget Authority	205	183	66,645	256	242	73,000	302	284	91,746

**Department of Commerce
 Departmental Management
 Renovation and Modernization
 FY 2022 PROGRAM INCREASES / DECREASES / TERMINATIONS**
 (Dollar amounts in thousands)
 (By Appropriation, Largest to Smallest)

Increases

Page No.	Appropriations	Budget Program	Title of Increase	Positions	Budget Authority
Subtotal, Increases				0	0

Decreases

Page No.	Appropriations	Budget Program	Title of Decrease	Positions	Budget Authority
DM - 50	Renovation and Modernization	Operations and Administration	Contract Reduction	0	(73)
Subtotal, Decreases				0	(73)

Terminations

Page No.	Appropriations	Budget Program	Title of Termination	Positions	Budget Authority
Subtotal, Terminations					

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**Department of Commerce
Departmental Management
Renovation and Modernization
SUMMARY OF RESOURCE REQUIREMENTS**
(Dollar amounts in thousands)

	Positions	FTE	Budget Authority	Direct Obligations
Enacted Budget, 2021	5	5	1,123	8,400
2022 Adjustments to Base			50	50
2022 Base	5	5	1,173	8,450
2022 Program Changes			(73)	(73)
2022 Estimate	5	5	1,100	8,377

**Comparison by activity/subactivity
with totals by activity**

		2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base		
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	
	HCHB Renovation and Modernization	Pos./BA	5	1,000	5	1,123	5	1,173	5	1,100	0	(73)
		FTE/Obl.	5	7,683	5	8,400	5	8,450	5	8,377	0	(73)
	TOTALS	Pos./BA	5	1,000	5	1,123	5	1,173	5	1,100	0	(73)
		FTE/Obl.	5	7,683	5	8,400	5	8,450	5	8,377	0	(73)

Adjustments to Obligations:

Recoveries												
Unobligated balance, start of year			(30,535)		(25,852)		(18,575)		(7,277)			
Unobligated balance, transferred												
Unobligated balance, rescission												
Unobligated balance, end of year			25,852									
Unobligated balance, expiring												
Category C Apportioned for Future Years					18,575		11,298					
Financing from Transfers:												
Transfer from other accounts (-)			(2,000)									
Transfer to other accounts (+)												
Appropriation			1,000		1,123		1,173		1,100			(73)

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**Department of Commerce
 Departmental Management
 Renovation and Modernization
 SUMMARY OF FINANCING**
 (Dollar amounts in thousands)

	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
Total Obligations	7,683	8,400	8,450	8,377	(73)
Offsetting collections from:					
Federal funds					
Trust funds					
Non-Federal sources					
Recoveries	0	0	0	0	0
Unobligated balance, start of year	(30,535)	(25,852)	(18,575)	(7,277)	0
Unobligated balance, transferred					0
Unobligated balance, end of year	25,852		0		0
Unobligated balance, expiring					
Category C Apportioned for Future Years	0	18,575	11,298	0	
Budget Authority	3,000	1,123	1,173	1,100	(73)
Financing:					
Transfer from other accounts (-)	(2,000)	0	0	0	0
Transfer to other accounts (+)	0	0	0	0	0
Appropriation	1,000	1,123	1,173	1,100	(73)

**Department of Commerce
 Departmental Management
 Renovation and Modernization
 ADJUSTMENTS TO BASE
 (Dollar amounts in thousands)**

	FTE	Amount
Transfers of Estimates Adjustments Financing		0
Other Changes		0
2021 Pay Raise		2
2022 Pay Raise		20
Full-year cost in 2022 of positions financed for part-year in 2021		0
Cash Award		0
Civil Services Retirement System (CSRS)		0
Federal Employees Retirement System (FERS)		0
		7
Thrift Savings Plan		17
Federal Insurance Contribution Act (FICA) - OASDI		0
Health Insurance		1
Employees Compensation Fund		0
Travel:		
Mileage		0
Per Diem		0
Rental payment to GSA		2
Postage		0
Printing and reproduction		0
NARA Storage & Maintenance		0
Other Services		
Working Capital Fund		0
Grants		0
General Pricing Level Adjustments		1
Subtotal, other changes		50
Total, adjustment to base		50

**Department of Commerce
 Departmental Management
 Renovation and Modernization
 PROGRAM AND PERFORMANCE: DIRECT OBLIGATIONS**
 (Dollar amounts in thousands)

Activity: HCHB Renovation and Modernization

Line Item	2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base		
	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	
HCHB Renovation and Modernization											
Pos./BA	5	1,000	5	1,123	5	1,173	5	1,100	0	(73)	
FTE/Obl	5	7,683	5	8,400	5	8,450	5	8,377	0	(73)	
Total											
Pos./BA	5	1,000	5	1,123	5	1,173	5	1,100	0	(73)	
FTE/Obl	5	7,683	5	8,400	5	8,450	5	8,377	0	(73)	

**Department of Commerce
Departmental Management
Renovation and Modernization
JUSTIFICATION OF PROGRAM AND PERFORMANCE**
(Dollar amounts in thousands)

Activity: HCHB Renovation and Modernization

Goal Statement

The Herbert C. Hoover Building (HCHB) Renovation and Modernization plan combines Department of Commerce (DOC) and General Services Administration (GSA) solutions to address major building systems that are beyond their useful life and deteriorating. The plan is a modernization project that replaces aging building systems with new, more efficient systems (i.e., fire and life safety compliance); new heating, ventilation, air-conditioning systems, and lighting systems; security improvements (perimeter security and blast-resistant windows); and recaptures space in Courtyard 6. It includes the Department's effort to improve space utilization, decrease reliance on leased space, and reduce its footprint. Also, as part of this extensive modernization effort, a necessary element in the effectiveness of the HCHB building's physical security systems and program will be to increase the level of protection to the overall security of the building and its occupants.

Base Program

For FY 2022, DM requests \$1,100,000 for the Herbert C. Hoover Building (HCHB) Renovation and Modernization Project. Due to the nature of the renovation and modernization phases, each year this account has non-recurring construction/equipment only program costs. The base program only includes personnel related funding associated with the five positions.

Continued support of the positions is crucial to the operation of the renovation project. These positions (Engineering Technician, IT Project Manager, Architect, Administrative Officer, and Public Affairs Officer) perform functions such as aiding management on program operations efficiency and productivity, serving as project managers for IT and space planning, assisting with communication, and acting as the Contracting Officer's Representative (COR) for the HCHB support contracts. This support also includes rent, utilities, training, shared printing, and supplies. This mix of positions is essential to working with GSA in the planning and execution of the HCHB Renovation and Modernization Project as well as keeping the lines of communication opened between GSA and DOC.

The overall Department budget of the HCHB renovation project budget is approximately 14% of the total HCHB renovation cost. GSA provides the remainder of the funding. Even though building modernization was determined to cost more than leasing or new construction, the HCHB is an important asset in the GSA inventory and the headquarters of the Department since 1932. It is in the best interest of both agencies to renovate and maintain this historic landmark property. Any fluctuation in the Department's appropriated funding will directly affect GSA's construction schedule.

Statement of Operating Objectives

The HCHB Renovation and Modernization is a project to renovate and modernize this historic building. The objective is to create a safe, pleasant, and more energy efficient office environment for staff. The original plan was to replace all systems in the building and restore the workspaces to their original footprint. In July 2015, the Department, in conjunction with GSA, completed a 21st Century Workplace Initiative that promotes mobility, more open communications and collaboration. The funds requested for FY 2022 will enable the Department to continue its focus towards more efficient building systems (heating, ventilation, air-conditioning, and lighting), security improvements (perimeter security and blast resistant windows), and the 21st Century Workplace Initiative which will result in more efficient work spaces and place more employees in the HCHB. It also will enable the DOC to keep in lockstep with GSA’s phased funding effort to modernize the building and keep with “Making the Federal Real Estate Footprint Smaller and More Efficient.”

Explanation and Justification

Line Item		2020 Actuals		2021 Enacted		2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
HCHB Renovation and Modernization	Pos./BA	5	1,000	5	1,123	5	1,173
	FTE/Obl	5	7,683	5	8,400	5	8,450

**Department of Commerce
 Departmental Management
 Renovation and Modernization
 PROGRAM CHANGE FOR 2022**
 (Dollar amounts in thousands)

			2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
			Personnel	Amount	Personnel	Amount	Personnel	Amount
Activity:	HCHB Renovation and Modernization	Pos/BA	5	1,173	5	1,100	0	(73)
		FTE/Obl.	5	8,450	5	8,377	0	(73)

Contract Reduction ((\$73), 0 FTE/ 0 Positions) - This proposed program reduction in the amount of \$73,000 will decrease contractual services to meet the FY 2022 funding level of \$1.1 million. However, this reduction has no impact on performance, as the Renovation and Modernization account will utilize existing no-year / carryover resources to ensure all activities are appropriately funded.

**Department of Commerce
Departmental Management
Renovation and Modernization
PROGRAM CHANGE DETAIL BY OBJECT CLASS
(Direct Obligations amounts in thousands)**

Activity: HCHB Renovation and Modernization

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
11.1 Full-time permanent compensation	724	733	755	755	
11.3 Other than full-time permanent					
11.5 Other personnel compensation	14	18	18	18	
11.8 Special personnel services payments					
11.9 Total Personnel Compensation	737	751	773	773	0
12.1 Civilian personnel benefits	236	248	273	273	
23.1 Rental payments to GSA	67	89	91	91	
23.2 Rental payments to Others					
23.3 Communications, Utilities, and Misc. charges	7	8	8	8	
24 Printing and Reproduction	0	2	2	2	
		25			
25.1 Advisory and Assistance Services					
25.2 Other Services from Non-Federal Sources	3,629	3,017	3,018	2,945	(73)
25.3 Other Goods and Services from Federal Sources	2,904	4,270	4,270	4,270	
26 Supplies and Materials	13	5	5	5	
31 Equipment	89	10	10	10	
99 Total obligations	7,683	8,400	8,450	8,377	(73)

Department of Commerce
Departmental Management
Renovation and Modernization
SUMMARY OF REQUIREMENTS BY OBJECT CLASS
(Dollar amounts in thousands)

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
11.1 Full-time permanent (Compensation)	724	733	755	755	0
11.3 Other than full-time permanent					
11.5 Other personnel compensation	14	18	18	18	0
11.8 Special personnel services payments					
11.9 Total personnel compensation	737	751	773	773	0
12.1 Civilian personnel benefits	236	248	273	273	0
21 Benefits for former personnel					
22 Travel and transportation of persons	0	0	0	0	0
Transportation of things	0	0			
23 Rent, communications and utilities					
23.1 Rental payments to GSA	67	89	91	91	0
23.2 Rental payments to others					
23.3 Communications, utilities, and misc. charges	7	8	8	8	0
24	0	2	2	2	0
25 Other contractual services					
25.1 Advisory and assistance services					
25.2 Other services from non-Federal sources	3,629	3,017	3,018	2,945	(73)
25.3 Other Goods and Services from Federal Sources	2,904	4,270	4,270	4,270	0
25.4 Operation and maintenance of facilities					
25.5 Research and development contracts					
25.6 Medical care					
25.7 Operation and maintenance of equipment					
25.8 Subsistence and support of persons					
26 Supplies and materials	13	5	5	5	0
31 Equipment	89	10	10	10	0
32 Lands and structures					

33	Investments and loans					
41	Grants, subsidies and contributions					
42	Insurance claims and indemnities					
43	Interest and dividends					
44	Refunds					
99	Total obligations	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		7,683	8,400	8,450	8,377	(73)
Adjustments to Obligations:						
	Less prior year recoveries					
	Restoration of recoveries					
	Less prior year unobligated balance	(30,535)	(25,852)	(18,575)	(7,277)	0
	Unobligated balance, end of year	25,852				
	Category C Apportioned for Future Years		18,575	0		
Financing from Transfers:						
	Transfer from other accounts (-)	(2,000)				
	Transfer to other accounts (+)					
	Total Budget Authority	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		1,000	1,123	(10,125)	1,100	(73)
Personnel Data						
	Full-time Equivalent Employment					
		5	5	5	5	
	Full-time permanent	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	Other than full-time permanent	5	5	5	5	0
	Total					
	Authorized Positions:	5	5	5	5	
	Full-time permanent	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	Other than full-time permanent	5	5	5	5	0
	Total					

**Department of Commerce
Departmental Management
Renovation and Modernization
JUSTIFICATION OF PROPOSED LANGUAGE CHANGES**

FY 2022

For necessary expenses for the renovation and modernization of the Herbert C. Hoover Building, [\$1,123,000] "\$1,100,000, to remain until expended."

**Department of Commerce
Departmental Management
Renovation and Modernization
APPROPRIATION LANGUAGE AND CODE CITATION**

FY 2022

For necessary expenses for the renovation and modernization of the Herbert C. Hoover Building, [\$1,123,000] "\$1,100,000, to remain until expended."

**Department of Commerce
 Departmental Management
 Renovation and Modernization
 AVERAGE GRADES AND SALARIES**

	2020 Actuals	2021 Enacted	2022 Estimate
Average ZA Grade	4	4	4
Average ZA Salary	195,633	201,665	207,110
Average ZP Grade	4	4	4
Average ZP Salary	208,176	210,089	215,761
Average ZT Grade	4	4	4
Average ZT Salary	156,014	159,558	163,866

**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 FY 2022 PROGRAM INCREASES / DECREASES / TERMINATIONS**
 (Dollar amounts in thousands)
 (By Appropriation, Largest to Smallest)

Increases

Page No.	Appropriations	Budget Program	Title of Increase	Positions	Budget Authority
DM-68	Nonrecurring Expenses Fund	Operations and Administration	Cybersecurity Upgrade	50	106,900
Subtotal, Increases				50	106,900

Decreases

Page No.	Appropriations	Budget Program	Title of Decrease	Positions	Budget Authority
DM-72	Nonrecurring Expenses Fund	Operations and Administration	Business Applications Solution (BAS) Contract Reduction	0	(1,616)
Subtotal, Decreases				0	(1,616)

Terminations

Page No.	Appropriations	Budget Program	Title of Terminations	Positions	Budget Authority
Subtotal, Terminations					

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**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 SUMMARY OF RESOURCE REQUIREMENTS**
 (Dollar amounts in thousands)

	Positions	FTE	Budget Authority	Direct Obligations
Enacted, 2021	25	18	20,000	20,000
2022 Adjustments to Base			1,616	1,616
2022 Base	25	18	21,616	21,616
Plus: 2022 Program Changes	50	38	105,284	105,284
2022 Estimate	75	56	126,900	126,900

Comparison by activity/subactivity with totals by activity		2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration	Pos./BA	9	20,000	25	20,000	25	21,616	75	126,900	50	105,284
	FTE/Obl.	7	17,004	18	22,996	18	21,616	56	126,900	38	105,284
Total	Pos./BA	9	20,000	25	20,000	25	21,616	75	126,900	50	105,284
	FTE/Obl.	7	17,004	18	22,996	18	21,616	56	126,900	38	105,284

Adjustments to Obligations:						
Recoveries						
Unobligated balance, start of year			(2,996)			
Unobligated balance, transferred						
Unobligated balance, rescission						
Unobligated balance, end of year		2,996				
Unobligated balance, expiring						
Financing from Transfers:						
Transfer from other accounts (-)						
Transfer to other accounts (+)						
Appropriation		20,000	20,000	21,616	126,900	105,284

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**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 SUMMARY OF FINANCING
 (Dollar amounts in thousands)**

	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
Total Obligations	17,004	22,996	21,616	126,900	105,284
Offsetting collections from:					
Federal funds	0	0	0	0	0
Trust funds					
Non-Federal sources					
Recoveries		0			
Unobligated balance, start of year	0	(2,996)			
Unobligated balance, transferred	0	0			
Unobligated balance, end of year	0	0			
Unobligated balance, expiring	2,996	0			
Budget Authority	20,000	20,000	21,616	126,900	105,284
Financing:					
Transfer from other accounts (-)	0	0	0	0	0
Transfer to other accounts (+)	0	0	0	0	0
Appropriation	20,000	20,000	21,616	126,900	105,284

**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 ADJUSTMENTS TO BASE**
 (Dollar amounts in thousands)

	FTE	Amount
Transfers of Estimates		
Adjustments		
Financing		0
Other Changes		
2021 Pay Raise		3
2022 Pay Raise		74
Increase in Award		0
Full-year cost in 2022 of positions financed for part-year in 2021		1,128
Change in compensable days		0
Civil Services Retirement System (CSRS)		0
Federal Employees Retirement System (FERS)		27
Thrift Savings Plan		64
Federal Insurance Contribution Act (FICA) - OASDI		2
Health Insurance		7
Employees Compensation Fund		0
Travel:		0
Mileage		0
Per Diem		0
Rental payment to GSA		2
GSA Furniture and IT Program (FIT)		0
Postage		0
Working Capital Fund, Departmental Management		0
National Archives and Records Administration (NARA)		0
General Pricing Level Adjustment		309
Continuous Diagnostics and Mitigation Charges		0
Enterprise Services		0
HCHB Utilities		0
Commerce Business Systems (CBS)		0
Federal Protective Services		0
		0
Subtotal, other changes		1,616
Total, adjustment to base		1,616

**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 PROGRAM AND PERFORMANCE: DIRECT OBLIGATIONS
 (Dollar amounts in thousands)**

Activity: Operations and Administration

Line Item	2020 Actuals		2021 Enacted		2022 Base		2022 Estimate		Increase/Decrease Over 2022 Base	
	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration										
Pos./BA	9	20,000	25	20,000	25	21,616	75	126,900	50	105,284
FTE/Obl	7	17,004	18	22,996	18	21,616	56	126,900	38	105,284
Total										
Pos./BA	9	20,000	25	20,000	25	21,616	75	126,900	50	105,284
FTE/Obl	7	17,004	18	22,996	18	21,616	56	126,900	38	105,284

Department of Commerce
Departmental Management
Nonrecurring Expenses Fund
JUSTIFICATION OF PROGRAM AND PERFORMANCE
(Dollar amounts in thousands)

Activity: Operations and Administration
Subactivity Business Application Solutions

Goal Statement

The Business Application Solutions (BAS) project's primary goal is to implement and integrate a suite of commercial off-the-shelf (COTS) administrative management systems, enterprise data warehouse (EDW) and business intelligence (BI) reporting solution, and system interfaces in a hosted environment. DOC seeks to obtain a range of support for implementing and maintaining these administrative management systems. The DOC CFO/ASA recognizes the need to continually focus on strategic alignment and management effectiveness and with this modernization, DOC will align with the ongoing emphasis placed on achieving organizational excellence and outstanding customer service (emphasized in the Department of Commerce Strategic Plan).

Base Program

The BAS project will commence Phase I Implementation Activities to support administrative management systems (financial management, acquisition, property), enterprise data warehouse and business intelligence reporting solutions across Commerce. The activities will result in the implementation of Phase I on the new integrated solution at the end of FY 2021. This FY 2022 request will continue implementation activities from FY 2021 and supports one of the Department's top priorities. This program continues the project with deployment of the first bureau in FY 2022. Estimates indicate that once all bureaus have been deployed, the overall cost for operations and maintenance activities will be less than current costs. These funds will be used for project management support and implementation services to continue the implementation of modernized financial, acquisition, property and data warehouse systems for Phase I, while planning implementation in Phase II and Phase III.

DOC has owned and operated a custom code, locally hosted financial system for over two decades. The system and interfaces are costly to support and the system itself is outdated compared to current commercial offerings. Additionally, with the current state systems, DOC experiences higher O&M costs than similar commercial products, increased security risk and operating degradation by FY 2022, depleting resource pools with current system knowledge, higher cost and associated risks to comply with key federally mandated requirements and non-standard data in multiple and disparate systems. The BAS modernization effort is consistent with the President's Management Agenda to modernize agency IT infrastructure and enhancing mission effectiveness in service delivery will reduce operations and maintenance costs significantly for DOC. Further, the BAS modernization will allow DOC to take advantage of modern commercial solutions (utilized by all other federal agencies) in a vendor hosted environment to reduce operational cost and risk. DOC plans to deploy a standard system with standard business processes across the agency (consistent with federal financial processing standards), resulting in significant improvement in processing efficiency, analytical capability, and availability of standard data. These BAS deployment objectives are consistent with federal government goals to streamline administrative activities to reduce operational risks and increase inefficiencies.

Statement of Operating Objectives

This request will continue implementation activities from FY 2021 and supports one of the Department’s top priorities. This program increase continues the project with deployment of the first bureau in FY 2022.

Explanation and Justification

The Nonrecurring Expenses Fund provides funding for the implementation and deployment of Business Application Solutions.

Line Item		2020 Actuals		2021 Enacted		2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administrations	Pos./BA	9	20,000	25	20,000	25	21,616
	FTE/Obl	7	17,004	18	22,996	18	21,616

Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	25	21,616	75	128,516	50	106,900
Office of the Chief Information Officer	FTE/Obl.	18	21,616	56	128,516	38	106,900

Cybersecurity Upgrade (+\$106,900, 38 Term-FTE/ 50 Positions) - Funding for cybersecurity upgrades contributes to the Nation’s cybersecurity – by providing the government with targeted improvements to cloud security, Security Operations Center (SOC) enhancements, encryption, multifactor authentication, increased logging functions, and enhanced monitoring tools. These improvements will address varying cybersecurity threats posed by both state and non-state actors. The funding will enable the Department to employ a "whole of Commerce" approach, with representation and input from Bureaus, to mature cybersecurity practices for protecting high value data and network infrastructures, acquire tools to increase the identification of cybersecurity risks on an ongoing basis, prioritize those risks based on potential impacts, and enable cybersecurity personnel to mitigate the most significant problems first. Additionally, the funding will enable the Department to implement a set of standards and solutions that strengthen its cybersecurity posture and leverage economies of scale by using common solutions wherever possible. The funding will also enable the prioritization of legacy systems in critical need of modernization to achieve impactful security outcomes and mitigate long-known and unacceptable risks. Projects that achieve outcomes for critical mission delivery, public-facing, or enterprise services will also be evaluated and prioritized. The funding will be used to support agency efforts to detect and remove the adversary from Federal networks while taking steps to harden IT infrastructure against future attacks and the following:

- Capabilities / Capacity to support Incident Analysis & Validation (e.g., Digital Forensics, Investigation, Threat Hunting);
- Capabilities for Detection and Containment (e.g., Endpoint Detection and Response, e-mail security);
- Capabilities for Security Operation Center (SOC) maturation (e.g., Security Information and Event Management (SIEM)); and
- Capabilities / Capacity to Support Adversarial Eradication.”

Performance Measures:

[Endpoint Detection]: Improved endpoint detection by reducing mean time to detect an incident with cyber security increase

	2022	2023	2024	2025	2026
[Endpoint Detection]: Improved endpoint detection by reducing mean time to detect an incident with cyber security increase	20%	25%	30%	30%	30%

[Increased Logging]: Increase in the number of log sources forwarded to centralized log management with cyber security increase

[Increased Logging]: Increase in the number of log sources forwarded to centralized log management with cyber security increase	50%	70%	90%	90%	90%
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[Cloud Security]: Increased/enhanced visibility into cloud system security posture with cyber security increase

[Cloud Security]: Increased/enhanced visibility into cloud system security posture with cyber security increase	20%	25%	30%	30%	30%
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[Multi-factor Authentication]: Increased privileged access management capabilities with cyber security increase

[Multi-factor Authentication]: Increased privileged access management capabilities with cyber security increase	50%	70%	90%	90%	90%
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[Security Operations Center]: Number of assets in the inventory where traffic is being monitored for enhanced security operation center capabilities with cyber security increase

[Security Operations Center]: Number of assets in the inventory where traffic is being monitored for enhanced security operation center capabilities with cyber security increase	50%	70%	90%	90%	90%
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[Endpoint Encryption]: Increased data at rest capabilities for enhanced endpoint encryption with cyber security increase

[Endpoint Encryption]: Increased data at rest capabilities for enhanced endpoint encryption with cyber security increase	30%	50%	70%	90%	90%
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Outyear Costs:

Direct Obligations

Direct Obligations	106,900
	106,900

Uncapitalized Budget Authority

Outlays

Outlays	106,900
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FTE

FTE	38
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Positions

Positions	50
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Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Sub activity: Office of Chief Information Officer
 Program Change: Cybersecurity Upgrade

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
IT Specialist		GS-13	30	134,798	4,043,940
Technical Support		GS-12	20	113,362	2,267,240
Total			50		6,311,180
Less lapse	-25%		(13)		(1,577,795)
Total full-time permanent (FTE)			38		4,733,385
2022 Pay Adjustment (2.7%)					127,801
Total					4,861,186
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent - Term			38		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			38		
<u>Authorized Positions</u>					
Full-time permanent - Term			50		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			50		

Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Sub activity: Cybersecurity Upgrade

	Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1	Full-time permanent compensation	234	2,723	3,928	8,789	4,861
11.3	Other than full-time permanent	0	0	0	0	0
11.5	Other personnel compensation	0	21	21	21	0
11.8	Special personnel services payments	0	0	0	0	0
11.9	Total personnel compensation	234	2,744	3,949	8,810	4,861
12.1	Civilian personnel benefits	75	875	975	2,676	1,701
13	Benefits for former personnel	0	0	0	0	0
21	Travel and transportation of persons	0	0	0	75	75
22	Transportation of things	0	0	0	0	0
23	Rent, communications, and utilities	0	0	0	0	0
23.1	Rental payments to GSA	0	99	101	751	650
23.2	Rental payments to others	0	0	0	0	0
23.3	Communications, utilities, and misc. charges	0	10	10	141	131
24	Printing and reproduction	0	0	0	25	25
25	Other contractual services	0	0	0	0	0
25.1	Advisory and assistance services	0	0	0	0	0
25.2	Other services from non-Federal sources	16,678	15,199	15,507	40,182	24,675
25.3	Other goods and services from Federal sources	0	1,022	1,022	75,527	74,505
25.4	Operation and maintenance of facilities	0	0	0	0	0
25.5	Research and development contracts	0	0	0	0	0
25.6	Medical care	0	0	0	0	0
25.7	Operation and maintenance of equipment	0	0	0	0	0
26	Supplies and materials	0	14	14	84	70
31	Equipment	17	37	38	244	206
99.9	Total obligations	17,004	20,000	21,616	128,516	106,900

Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Business Applications Solution (BAS)	Pos./BA	25	21,616	25	20,000	0	(1,616)
	FTE/Obl.	18	21,616	18	20,000	0	(1,616)

Business Applications Solution (BAS) Contract Reduction ((\$1,616), 0 FTE/0 Positions) -- This reduction will maintain the NEF at the enacted level of \$20 million. For any associated costs above the \$20 million amount, the Department will request the transfer of expired balances when they become available consistent with authority provided for by Congress.

Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Business Applications Solution (BAS)

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	234	2,723	3,928	3,928	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	0	21	21	21	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	234	2,744	3,949	3,949	0
12.1 Civilian personnel benefits	75	875	975	975	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	0	0	0	0
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	0	99	101	101	0
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	0	10	10	10	0
24 Printing and reproduction	0	0	0	0	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	16,678	15,199	15,507	13,891	(1,616)
25.3 Other goods and services from Federal sources	0	1,022	1,022	1,022	0
25.4 Operation and maintenance of facilities	0	0	0	0	0
25.5 Research and development contracts	0	0	0	0	0
25.6 Medical care	0	0	0	0	0
25.7 Operation and maintenance of equipment	0	0	0	0	0
26 Supplies and materials	0	14	14	14	0
31 Equipment	17	37	38	38	0
99.9 Total obligations	17,004	20,000	21,616	20,000	(1,616)

Department of Commerce
Departmental Management
Nonrecurring Expenses Fund
SUMMARY OF REQUIREMENTS BY OBJECT CLASS
(Dollar amounts in thousands)

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
11.1 Full-time permanent compensation	234	2,723	3,928	8,789	4,861
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	0	21	21	21	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	234	2,744	3,949	8,810	4,861
12.1 Civilian personnel benefits	75	875	975	2,676	1,701
13 Benefits for former personnel	0	0	0		0
21 Travel and transportation of persons	0	0	0	75	75
22 Transportation of things	0	0	0		0
23 Rent, communications and utilities			0		0
23.1 Rental payments to GSA	0	99	101	751	650
23.2 Rental payments to others	0	0	0		0
23.3 Communications, utilities, and misc. charges	0	10	10	141	131
24 Printing and reproduction	0	0	0	25	25
25 Other contractual services			0		0
25.1 Advisory and assistance services	0	0	0		0
25.2 Other services from non-Federal sources	16,678	15,199	15,507	38,566	23,059
25.3 Other goods and services from Federal sources	0	1,022	1,022	75,527	74,505
25.4 Operation and maintenance of facilities	0	0	0		0

25.5	Research and development contracts	0	0	0	0	0
25.6	Medical care	0	0	0	0	0
25.7	Operation and maintenance of equipment	0	0	0	0	0
25.8	Subsistence and support of persons	0	0	0	0	0
26	Supplies and materials	0	14	14	84	70
31	Equipment	17	37	38	245	207
32	Lands and structures					0
33	Investments and loans					0
41	Grants, subsidies and contributions					0
42	Insurance claims and indemnities					0
43	Interest and dividends					0
44	Refunds					0
99	Total obligations	<u>17,004</u>	<u>20,000</u>	<u>21,616</u>	<u>126,900</u>	<u>105,284</u>
	Less prior year recoveries					
	Less prior year unobligated balance					
	Total Budget Authority	<u>17,004</u>	<u>20,000</u>	<u>21,616</u>	<u>126,900</u>	<u>105,284</u>
	Personnel Data					
	Full-time Equivalent Employment					
	Full-time permanent	7	18	18	56	38
	Other than full-time permanent					
	Total	<u>7</u>	<u>18</u>	<u>18</u>	<u>56</u>	<u>38</u>
	Authorized Positions:					
	Full-time permanent	9	25	25	75	50
	Other than full-time permanent					
	Total	<u>9</u>	<u>25</u>	<u>25</u>	<u>75</u>	<u>50</u>

**Department of Commerce
Departmental Management
Nonrecurring Expenses Fund
JUSTIFICATION OF PROPOSED LANGUAGE CHANGES**

FY 2022

For necessary expenses for "technology modernization projects of the Department of Commerce, \$126,900,000, of which \$20,000,000 shall be available for" a business application system modernization, [\$20,000,000,] to remain available until September 30, [2023] "2024, and of which \$106,900,000 shall be available for cybersecurity risk mitigation, to remain available until expended: Provided, That amounts in the Fund may be transferred to appropriation accounts of the Department as may be necessary to carry out modernization projects for which such funds are otherwise available: Provided further, That the Secretary of Commerce shall notify the Committees on Appropriations of both Houses of Congress at least 15 days in advance of any such transfer:" Provided "further", That any unobligated balances of expired discretionary funds transferred to the Department of Commerce Nonrecurring Expenses Fund, as authorized by section 111 of title I of division B of Public Law 116-93, may be obligated only after the Committees on Appropriations of the House of Representatives and the Senate are notified at least 15 days in advance of the planned use of funds.

**Department of Commerce
Departmental Management
Nonrecurring Expenses Fund
APPROPRIATION LANGUAGE AND CODE CITATION**

FY 2022

Nonrecurring Expenses Fund

For necessary expenses for "technology modernization projects of the Department of Commerce, \$126,900,000, of which \$20,000,000 shall be available for" a business application system modernization, [\$20,000,000,] to remain available until September 30, [2023] "2024, and of which \$106,900,000 shall be available for cybersecurity risk mitigation, to remain available until expended: Provided, That amounts in the Fund may be transferred to appropriation accounts of the Department as may be necessary to carry out modernization projects for which such funds are otherwise available: Provided further, That the Secretary of Commerce shall notify the Committees on Appropriations of both Houses of Congress at least 15 days in advance of any such transfer:" Provided "further", That any unobligated balances of expired discretionary funds transferred to the Department of Commerce Nonrecurring Expenses Fund, as authorized by section 111 of title I of division B of Public Law 116-93, may be obligated only after the Committees on Appropriations of the House of Representatives and the Senate are notified at least 15 days in advance of the planned use of funds.

15 USC 1521a

SEC. 111. (a) There is hereby established in the Treasury of the United States a fund to be known as the "Department of Commerce Nonrecurring Expenses Fund" (the Fund): Provided, That unobligated balances of expired discretionary funds appropriated for this or any succeeding fiscal year from the General Fund of the Treasury to the Department of Commerce by this or any other Act may be transferred (not later than the end of the fifth fiscal year after the last fiscal year for which such funds are available for the purposes for which appropriated) into the Fund: Provided further, That amounts deposited in the Fund shall be available until expended, and in addition to such other funds as may be available for such purposes, for information and business technology system modernization and facilities infrastructure improvements necessary for the operation of the Department, subject to approval by the Office of Management and Budget: Provided further, That amounts in the Fund may be obligated only after the Committees on Appropriations of the House of Representatives and the Senate are notified at least 15 days in advance of the planned use of funds. (b) In addition to amounts otherwise made available by this Act, there is appropriated \$20,000,000, to remain available until September 30, 2022, to the Fund for necessary expenses for a business application system modernization.

**Department of Commerce
 Departmental Management
 Nonrecurring Expenses Fund
 AVERAGE GRADES AND SALARIES**

	2020 Actuals	2021 Enacted	2022 Estimate
Average ZA Grade	5	4	4
Average ZA Salary	213,229	208,070	213,688
Average ZP Grade		5	5
Average ZP Salary		224,434	230,494

**Department of Commerce
Departmental Management
Working Capital Fund
FY 2022 PROGRAM INCREASES / DECREASES / TERMINATIONS**

(Dollar amounts in thousands)
(By Appropriation, Largest to Smallest)

Increases

Page No.	Appropriations	Budget Program	Title of Increase	Positions	Budget Authority
DM-89	Working Capital Fund	Operations and Administration	Continuing Diagnostics Mitigation (CDM)	1	3,000
DM-92	Working Capital Fund	Operations and Administration	Employment, Litigation and Information	9	1,358
DM-95	Working Capital Fund	Operations and Administration	Talent Acquisitions (TA)	8	1,326
DM-98	Working Capital Fund	Operations and Administration	Insider Threat	1	1,000
DM-101	Working Capital Fund	Operations and Administration	Chief Counsel for Trade, Enforcement and Compliance	2	954
DM-104	Working Capital Fund	Operations and Administration	Office of Chief Counsel for Industry and Security	3	812
DM-107	Working Capital Fund	Operations and Administration	Hiring Services	0	704
DM-109	Working Capital Fund	Operations and Administration	Hiring Services for International Trade Administration (ITA) Field Offices	2	443
DM-112	Working Capital Fund	Operations and Administration	Legislation and Regulation	1	420
DM-115	Working Capital Fund	Operations and Administration	Security Services	0	405
DM-117	Working Capital Fund	Operations and Administration	Workers Comp Claims Management	0	380
DM-119	Working Capital Fund	Operations and Administration	Office of the Chief Counsel for Economic Affairs (OCC/EA)	1	233
DM-122	Working Capital Fund	Operations and Administration	Departmental Privacy Act Analyst - System of Records Notices	1	230
DM-125	Working Capital Fund	Operations and Administration	Committee on Foreign Investment in the United States (CFIUS) Review	1	200
DM-128	Working Capital Fund	Operations and Administration	Formulation Budget Analyst	1	200
DM-131	Working Capital Fund	Operations and Administration	Office of Civil Rights Compliance Division	1	175
DM-134	Working Capital Fund	Operations and Administration	Digital Privacy Continuance Monitoring Tools	0	36
Subtotal, Increases				32	11,876

Decreases

Page No.	Appropriations	Budget Program	Title of Decrease	Positions	Budget Authority
DM-136	Working Capital Fund	Operations and Administration	HCHB High Voltage Switchgear & Fire Alarm Maintenance	0	(73)
DM-138	Working Capital Fund	Operations and Administration	E2 Solutions Travel System Enhancement	0	(100)
DM-140	Working Capital Fund	Operations and Administration	Hyperion Software Upgrade	0	(400)
DM-142	Working Capital Fund	Operations and Administration	Career Management - Transfer to S&E	(3)	(417)
DM-145	Working Capital Fund	Operations and Administration	Program Management and GAO/IG Audit Liaison - Transfer to S&E	(2)	(655)
DM-149	Working Capital Fund	Operations and Administration	ServiceNow Portal Migration	0	(687)
DM-151	Working Capital Fund	Operations and Administration	Presidential Transition Support Team	0	(998)
Subtotal, Decreases				(5)	(3,330)

Terminations

Page No.	Appropriations	Budget Program	Title of Termination	Positions	Budget Authority
Subtotal, Terminations					

**Department of Commerce
Departmental Management
Working Capital Fund
SUMMARY OF RESOURCE REQUIREMENTS**
(Dollar amounts in thousands)

	Positions	FTE	Budget Authority	Direct Obligations
Enacted Budget, 2021	744	646		264,256
2022 Adjustments to Base				
Plus: Inflationary/Adjustment to Base				10,749
2022 Base	744	646	0	275,005
Plus: 2022 Program Changes	27	20	0	8,546
2022 Estimate	771	666	0	283,551

**Comparison by activity/subactivity
with totals by activity**

		2020 Actual		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base		
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	
	Operations and Administration	Pos./BA	733	0	744	0	744	0	771	0	27	
		FTE/Obl.	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546
	Total	Pos./BA	733	0	744	0	744	0	771		27	
		FTE/Obl.	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546

Adjustments to Obligations:

Recoveries	(12,055)	
Unobligated balance, start of year	(7,170)	(6,554)
Transfer Out	6,000	
Unobligated balance, end of year	6,554	

Total Reimbursable Authority	261,747	264,256	275,005	283,551	8,546
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**Department of Commerce
 Departmental Management
 Working Capital Fund
 SUMMARY OF REIMBURSABLE OBLIGATIONS**
 (Dollar amounts in thousands)

		2020 Actual		2021 Enacted		2022 Base		2022 Estimate		Increase/(Decrease) Over 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administration	Pos./BA	733	0	744	0	744	0	771	0	27	0
	FTE/Obl.	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546
TOTALS	Pos./BA	733		744		744		771		27	
	FTE/Obl.	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546

**Department of Commerce
 Departmental Management
 Working Capital Fund
 SUMMARY OF FINANCING**
 (Dollar amounts in thousands)

	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
Total Obligations	268,418	270,810	275,005	283,551	8,546
Offsetting collections from:					
Federal funds	(268,418)	(270,810)	(275,005)	(283,551)	(8,546)
Trust funds					
Non-Federal sources					
Recoveries	(12,055)				
Unobligated balance, start of year	(7,170)	(6,554)			
Unobligated balance, transferred					
Unobligated balance, end of year	6,554				
Unobligated balance, expiring					
Budget Authority	(12,671)	(6,554)	0	0	0
Financing:					
Transfer from other accounts (-)					
Transfer to other accounts (+)	6,000				
Total Reimbursable Authority	261,747	264,256	275,005	283,551	8,546

**Department of Commerce
 Departmental Management
 Working Capital Fund
 ADJUSTMENTS TO BASE**
 (Dollar amounts in thousands)

	Positions	Amount
Transfers of Estimates		
Adjustments		
Financing		0
Other Changes		
2021 Pay Raise		203
2022 Pay Raise		2,408
Increase in Awards		0
Full-year cost in 2022 of positions financed for part-year in 2021		1,177
Change in compensable days		0
Civil Services Retirement System (CSRS)		0
Federal Employees Retirement System (FERS)		857
Thrift Savings Plan		2,057
Federal Insurance Contribution Act (FICA) - OASDI		38
Health Insurance		243
Employees Compensation Fund		0
Travel:		0
Mileage		0
Per Diem		0
Rental payment to GSA		469
GSA Furniture and IT Program (FIT)		280
Postage		0
Working Capital Fund, Departmental Management		0
National Archives and Records Administration (NARA)		0
General Pricing Level Adjustments		2,561
Continuous Diagnostics and Mitigation Charges		0
Enterprise Services		0
Telecommunications Services - Enterprise Infrastructure Services (EIS)		125
HCHB Utilities		0
Commerce Business System (CBS)		331
Federal Protective Service		
Subtotal, other changes	0	10,749
Total, adjustment to base	0	10,749

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM AND PERFORMANCE: REIMBURSABLE OBLIGATIONS**
 (Dollar amounts in thousands)

Activity: Operations and Administration

Line Item	2020 Actual		2021 Enacted		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Operations and Administration										
Pos./BA	733		744		744		771		27	0
FTE/Obl	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546
Total										
Pos./BA	733		744		744		771		27	0
FTE/Obl	634	268,418	646	270,810	646	275,005	666	283,551	20	8,546

Department of Commerce
Departmental Management
Working Capital Fund
JUSTIFICATION OF PROGRAM AND PERFORMANCE
(Dollar amounts in thousands)

Activity: Operations and Administration

Goal Statement

The U.S. Department of Commerce (DOC) Working Capital Fund (WCF) was established on June 28, 1944. The WCF's mission is to provide centralized services to the Department's bureaus in the most efficient and economical manner possible. The WCF was established without fiscal year limitation. It operates as a revolving fund and does not receive a yearly appropriation from Congress. Goods and services are financed by charging operating expenses back to the customers. The overall financial goal is to remain at a breakeven position. Organizational units provide the administrative support needed to accomplish the DOC's overall mission. This mission focuses on promoting job creation, economic growth, sustainable development, and improved living standards for all Americans.

Base Program

The Secretary of Commerce is vested with managing the WCF. Department Organizational Order 10-5 delegates this responsibility to the Chief Financial Officer and Assistant Secretary for Administration (CFO/ASA). The CFO/ASA, acting through the Office of Financial Management, monitors the financial activities of the WCF service providing offices. The services are provided by the following organizational units: The Office of Financial Management (OFM); Office of General Counsel (OGC); Office of the Chief Information Officer (OCIO); Office of Human Resources Management (OHRM); Office of Civil Rights (OCR); Office of Acquisition Management (OAM); Office of Privacy and Open Government (OPOG); the Office of Deputy Assistant Secretary for Intelligence and Security (DAS/IS); Enterprise Services (ES) and the Office of Facilities and Environmental Quality (OFEQ).

The Office of the Secretary Financial Management (OSFM) located in the Office of Financial Management (OFM) provides the financial stewardship and management of the WCF. A driving principal within the OSFM in managing the WCF is transparency. The WCF is managed throughout the year with extreme attention to operating the fund with transparency and openness. There are multiple deliverables and activities throughout the year that contribute to this theme of transparency. These include, but are not limited to, an annual WCF handbook, bureau cost estimates and variance meetings, quarterly memorandum of understanding and project breakdowns, Chief Financial Officer (CFO) Council and Departmental Management (DM) Council briefings, and periodic project and billing algorithm reviews with service providers and customer bureaus.

- The Office of General Counsel (OGC) provides legal advice to the Secretary, the Under Secretaries, the Assistant Secretaries, and other officers of the Department, including bureau heads. OGC provides guidance and services on matters involving Departmental programs and components. OGC supervises the development of the Department's legislative program and the delivery of effective legal services for the growing needs of major programs.
- Enterprise Services (ES) is the DOC's multi-function, enterprise-wide shared services program. A key focus of Enterprise Services is to ensure that customers across DOC have access to high quality mission enabling services in the core functional areas of Human Resources (HR), Acquisition, Financial Management (FM), and Information Technology (IT). The Department's Management Council (DMC) has evaluated alternative governance and service delivery models for mission enabling services and identified Enterprise Services as a best practice and effective strategy for improving these services across the Department. To build upon this work, the DMC launched the "Enterprise Services Project" in October of 2014. The Enterprise Services Project recently completed the Assessment and Design phases, which culminated in the DMC approving: (1) specific services for delivery via a new Enterprise Services model; (2) a sequencing strategy for transitioning services and customers into this new model; and (3) a robust concept of operations and implementation strategy.
- The Office of the Chief Information Officer (OCIO) leads the management of information resources throughout the Department, ensuring that the Department's programs make full and appropriate use of information technology (IT). OCIO implements Government-wide and Departmental policies, programs and activities in all aspects of IT management, including IT security and provides analysis, design, development, support, and oversight of the Department's automated systems for Administration. OCIO provides Department-wide coordination and technical support for the development and operation of information technology resources, including telecommunications. In addition, OCIO manages the Department's IT security and critical IT infrastructure programs.
- The Office of Financial Management (OFM) implements policies and procedures for Departmental financial management, provides consolidated financial reporting, and develops and maintains the Commerce Business System (CBS), the Department's financial management system. OFM also provides Department-level management of travel and complete financial stewardship for all activities included in Departmental Management. OFM oversees and administers budget functions for the Office of the Secretary, manages the Department's Working Capital Fund and provides financial support and guidance Department-wide.
- The Office of Intelligence and Security (OIS) within the Office of the Deputy Assistant Secretary of Intelligence and Security plans, develops, and implements policies and procedures for managing and delivering security services for the Department. OSY provides counterespionage, anti-terrorism and emergency management program support, and puts forth guidance to Departmental offices and operating units regarding security matters as they relate to the protection of personnel, facilities, property and information. Specifically, OSY establishes and enforces policies and procedures for conducting background investigations and granting security clearances; safeguarding classified and sensitive documents and information; assessing threats and determining risks to Departmental assets; and ensuring proper communications security for classified information.

- The Office of Facilities and Environmental Quality (OFEQ) provides Department-level management of real property, energy and environmental programs. OFEQ provides management of the following HCHB programs and services: publications; printing; library services; mail; messenger and distribution services; space management and use; building management including operations, maintenance, repairs, and major and minor renovations; labor services; historic preservation; and shipping/receiving.
- The Office of Human Resource Management (OHRM) implements Government-wide and Departmental policies, programs and activities in all aspects of human resources management and administration including recruitment and placement, classification, payroll support and administration, incentive awards, training and development, employee and labor relations, Department-wide oversight and evaluation of human resources management activities, unemployment and workers' compensation, employee health and safety, employee benefits and drug testing.
- The Office of Acquisition Management (OAM) develops, coordinates, and maintains the Department's acquisition regulations, policies and procedures. OAM, whose director serves as the DOC's Senior Procurement Executive delivers, maintains, and approves DOC-wide or bureau-specific automated procurement support and serves as the focal point for the collection and reporting of acquisition information. OAM develops and maintains DOC-wide acquisition management and performance measurement programs, evaluates and compares contracting office performance against stated goals, and advises the Assistant Secretary for Administration on goal achievements. OAM also serves as the Department of Commerce's primary office for all issues relating to organizational performance and risk management.
- The Office of Civil Rights (OCR) develops and manages the Department's Equal Employment Opportunity (EEO) policies and programs. OCR conducts discrimination complaint investigations and adjudications, and provides equal employment opportunity program support and affirmative action program support to selected operating units.
- The Office of Privacy and Open Government (OPOG) develops and manages Departmental compliance with privacy policies as per the Privacy Act of 1974, the E-Government Act of 2002, and the Federal Information Security Management Act. It also coordinates the Department's response to incidents involving personally identifiable information, administers the Departmental Freedom of Information Act program, administers and coordinates the Departmental transparency and Open Government activities, manages the Department's numerous Federal Advisory Committee Act advisory committees, and manages the Department's directives system and relevant Executive Orders that are used to prescribe the basic management structure and organizational arrangements of the Department.

Statement of Operating Objectives

The Working Capital Fund (WCF) provides administrative oversight and operational support to ensure effective management of fiscal resources and business processes by which the Department carries out its mission. The WCF is managed throughout the year with extreme attention to operating the fund with transparency, openness and a high level of customer support.

Explanation and Justification

The WCF provides administrative oversight and operational support to deliver centralized shared services to the Department’s bureaus in the most efficient and economic manner possible.

Line Item		2020 Actual		2021 Enacted		2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Operations and Administrations	Pos./BA	733		744		744	
	FTE/Obl	634	261,747	646	264,256	646	275,005

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of the Chief Information Officer	Pos./BA	57	0	58	0	1	0
	FTE/Obl.	49	61,315	50	64,315	1	3,000

Continuing Diagnostics and Mitigation (CDM) (+\$3,000, 1 FTE/ 1 Position) - This request will meet the requirements of the CDM program as defined by the Department of Homeland Security (DHS) and the Office of Management and Budget (OMB) to ensure the Agency dashboard is implemented and serves as a useful tool in helping assess the cyber security risk posture of the Department. The request provides funding for the additional cost of CDM Phase 2 software licenses, anticipated cost increases for Phase 1 software and hosting renewals, and one additional personnel to manage the program as outlined by memorandum OMB M-20-4.

The CDM program fits into the Department of Commerce (DOC) strategic plan by contributing to Strategic Objective 3.2 – Enhance the Nation’s Cybersecurity – by providing the government with robust technical standards and toolsets to deal with varying cybersecurity challenges posed by both state and non-state actors; and convening federal and private stakeholders to drive cybersecurity best practices and protect high value data and network infrastructure assets. The DOC’s participation in CDM is consistent with the Federal Government’s deployment of Information Security Continuous Monitoring (ISCM), which provides a dynamic approach to fortifying the cybersecurity of DOC’s networks and information. The CDM program is a multi-phased, mandatory Department of Homeland Security program and the Department’s #1 cybersecurity priority. The CDM program provides cybersecurity tools, integration services, and dashboards to participating agencies to support them in improving their respective security posture. Program objectives include: Reducing the agency threat surface; increasing visibility into the federal cybersecurity posture; improving federal cybersecurity response capabilities; and streamlining Federal Information Security Modernization Act (FISMA) reporting to help identify cybersecurity risks on an continuous basis, prioritizing these risks based on potential impacts; and enabling cybersecurity personnel to mitigate the most significant problems first. Moreover, the program provides situational awareness to senior decision makers by feeding near real-time data into Agency and Federal dashboards managed by DHS and OMB. DHS pays base and first years Operations and Maintenance (O&M) costs with the DOC becoming responsible for out-year license costs per memorandum (OMB M-20-04).

Performance Measures:	2022	2023	2024	2025	2026
Percentage of endpoint with increase	90%	95%	95%	95%	95%
Percentage of endpoint without increase	40%	60%	70%	80%	85%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of the Chief Information Officer
 Program Change: Continuous Diagnostics and Mitigation (CDM)

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
IT Specialist /Technical Support		14	1	157,700	157,700
Total			1		157,700
Less lapse	-25%		(0)		(39,425)
Total full-time permanent (FTE)			1		118,275
2022 Pay Adjustment (2.7%)					3,193
Total					121,468
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of the Chief Information Officer

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	4,998	6,660	6,796	6,917	121
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	118	163	166	166	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	5,116	6,823	6,961	7,083	121
12.1 Civilian personnel benefits	1,732	2,529	2,598	2,640	43
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	9	28	28	31	3
22 Transportation of things	1	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	1,301	1,269	1,344	1,357	13
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	2,657	1,705	1,738	1,743	5
24 Printing and reproduction	34	0	0	1	1
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	61	0	0	0	0
25.2 Other services from non-Federal sources	18,646	24,010	24,466	27,266	2,800
25.3 Other goods and services from Federal sources	22,751	23,625	24,074	24,081	7
26 Supplies and materials	11	54	55	58	3
31 Equipment	5,198	49	50	54	4
99.9 Total obligations	57,519	60,094	61,315	64,315	3,000

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	238	0	247	0	9	0
Office of General Counsel	FTE/Obl.	211	49,951	218	51,309	7	1,358

Employment, Litigation, and Information (+\$1,358, 7 FTE/ 9 Positions) -- This request will afford additional attorneys by providing sufficient legal support to maintain a settlement rate of about 1/3 of all cases.

The Office of the Assistant General Counsel for Employment, Litigation, and Information (AGC/ELI) provides legal advice, litigation representation, investigation of complaints, and legal risk analysis to all of the offices and bureaus within the Department. The office specifically concentrates its services in the areas of labor and employment issues (employment law, Equal Employment Opportunity complaint process, and Federal sector labor-management relations law), general litigation matters, information law matters and other open government matters. The AGC/ELI is requesting additional attorneys in order to keep up with the Bureau demand of legal support and to maintain a settlement rate of about 1/3 of all cases. This increase would allow the AGC/ELI to follow multiple Presidential Executive Orders and to take meaningful steps to address underperforming employees within the Department.

Performance Measures:

	2022	2023	2024	2025	2026
Case settlement rate with increase	80%	85%	90%	90%	90%
Case settlement rate without increase	50%	55%	65%	70%	70%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: Employment, Litigation, and Information Request for 9 Additional FTEs

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
General Attorney		15	1	142,701	142,701
General Attorney		14	1	121,316	121,316
General Attorney		13	1	102,663	102,663
General Attorney		12	5	86,355	431,775
General Attorney		11	1	72,030	72,030
Total			9		870,485
Less lapse	-25%		(2)		(217,621)
Total full-time permanent (FTE)			7		652,864
2022 Pay Adjustment (2.7%)					17,627
Total					670,491
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			7		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			7		
<u>Authorized Positions</u>					
Full-time permanent			9		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			9		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of General Counsel

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	29,972	30,485	31,104	31,774	670
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	886	735	750	750	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	30,858	31,220	31,854	32,524	670
12.1 Civilian personnel benefits	9,567	9,828	10,093	10,290	197
13 Benefits for former personnel	-6	0	0	0	0
21 Travel and transportation of persons	98	341	341	370	29
22 Transportation of things	2	3	3	3	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	2,404	2,622	2,777	2,924	147
23.2 Rental payments to others	7		0	0	0
23.3 Communications, utilities, and misc. charges	530	725	739	816	77
24 Printing and reproduction	56	24	24	32	8
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	104	0	0	0	0
25.2 Other services from non-Federal sources	759	1,018	1,038	1,193	155
25.3 Other goods and services from Federal sources	2,121	2,580	2,629	2,629	0
26 Supplies and materials	287	272	278	300	22
31 Equipment	413	172	176	229	53
44 Refunds	0	0	0	0	0
99.9 Total obligations	47,201	48,807	49,951	51,309	1,358

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Enterprise Services	Pos./BA	60	0	68		8	0
	FTE/Obl.	43	29,255	49	30,581	6	1,326

Talent Acquisitions (TA) (+\$1,326, 6 FTE/8 Positions) -- Enterprise Services (ES) is requesting \$1.326 million and 8 positions for a Talent Acquisitions (TA) solution. ES is designing and building a new and innovative TA solution. ES is requesting additional TA resources to implement lessons learned from the stand up of personnel action request (PAR), payroll and benefits processing services. The objective of these new positions is to guarantee effective, significantly expedited recruiting and hiring for the Department. This supports the Department’s Strategic Goal 5: Deliver Customer-Centric Service Excellence.

The Department has endeavored to fix its TA operations for decades. The Department currently relies on a myriad of homegrown human resources IT (HRIT) solutions that have proved costly and ineffective, and paying for contractor staff augmentation in unsuccessful attempts to increase the speed of hiring and enhance the caliber of applicants. ES is procuring a TA solution to transform people, process, and technology. Appropriately staffing the ES TA solution will result in faster time-to-hire, significantly streamlined and automated processes, continuous improvements and enhancements over time, and a far more responsive team of Human Resources (HR) and HRIT professionals.

Since three of these positions will have audit functions in their performance plans, they will also improve Office of Personnel Management (OPM) HR audit results for the Department, as well as significantly streamlining the HR audit process while reducing time and resource burdens on the Department for responding to HR audit requests. ES is committed not only to succeeding at OPM’s 80-day hiring model, but also bringing on the highest-caliber candidates.

Performance Measures:	2022	2023	2024	2025	2026
Hiring Satisfaction and accuracy with increase	90%	80%	90%	95%	95%
Hiring Satisfaction and accuracy without increase	40%	40%	50%	70%	75%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Enterprise Services
 Program Change: Talent Acquisitions

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
TA Job Classification Lead		15	1	161,730	161,730
CRM Workflow & Audit Specialist		14	1	137,491	137,491
CRM Liaison & Audit Specialist		14	2	137,491	274,982
TA PAR Support		12	2	97,848	195,696
TA HRIT Lead		15	1	161,730	161,730
TA HRIT Specialist		14	1	137,491	137,491
Total			8		1,069,120
Less lapse	-25%		(2)		(267,280)
Total full-time permanent (FTE)			6		801,840
2022 Pay Adjustment 2.7%					21,650
Total					823,490
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			6		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			6		
<u>Authorized Positions</u>					
Full-time permanent			8		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			8		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Enterprise Services

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	5,505	8,852	9,031	9,854	823
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	144	167	171	171	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	5,649	9,019	9,202	10,025	823
12.1 Civilian personnel benefits	1,790	3,076	3,159	3,406	247
13 Benefits for former personnel	-1	0	0	0	0
21 Travel and transportation of persons	20	66	66	84	18
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	1,097	1,062	1,125	1,203	78
23.2 Rental payments to others	11	0	0	0	0
23.3 Communications, utilities, and misc. charges	261	336	343	363	20
24 Printing and reproduction	452	608	620	626	6
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	20,981	12,793	13,036	13,146	110
25.3 Other goods and services from Federal sources	9,272	1,336	1,361	1,361	0
25.4 Operation and maintenance of facilities	0	0	0	0	0
26 Supplies and materials	15	199	203	211	8
31 Equipment	165	137	139	155	16
44 Refunds	0	0	0	0	0
99.9 Total obligations	39,712	28,633	29,255	30,581	1,326

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

	2022 Base		2022 Estimate		Increase/Decrease from 2022 Base		
	Personnel	Amount	Personnel	Amount	Personnel	Amount	
Office of the Chief Information Officer	Pos./BA	57	0	58	0	1	0
	FTE/Obl.	49	61,315	50	62,315	1	1,000

Insider Threat (+\$1,000 1 FTE/ 1 Position) - This request is to fund sustainment, life-cycle replacement costs, and to fund enhancements for the current Insider Threat program. Cybersecurity measures are frequently focused on threats from outside an organization rather than threats posed by untrustworthy individuals inside an organization. Increasingly, insider threat cases and high-profile data leaks illustrate the need for strong insider threat programs. The number of infamous and damaging attacks against the government illustrates that the threat posed by trusted insiders is significant. With additional funding, the Insider Threat program will be able to meet the requirements outlined by the Office of the Director of National Intelligence (ODNI) and Department of Defense (DOD) to satisfy the requirements of E.O. 13578 to monitor networks to identify risks and vulnerability associated with the insider threat; and better ensure compliance with the Committee on National Security System (CNSS) requirements to implement technical safeguards for the protection of classified networks and systems. The request is for hardware and software licenses, including maintenance agreements necessary to maintain the infrastructure and applications to reduce risk associated with the Insider Threat program. This technology refresh, includes new servers for log-on and encryption services and the replacement of the aged hardware and software. These upgrades are needed to maintain operations without a degradation in mission performance or increase in operational risk.

Performance Measures:

	2022	2023	2024	2025	2026
Percentage of total events of interest analyzed with increase	90%	90%	90%	90%	90%
Percentage of total events of interest analyzed without increase	40%	50%	50%	50%	50%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of the Chief Information Officer
 Program Change: Insider Threat

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
IT Specialist /System Administrator		13	1	134,000	134,000
Total			1		134,000
Less lapse	-25%		(0)		(33,500)
Total full-time permanent (FTE)			1		100,500
2022 Pay Adjustment (2.7%)					2,714
Total					103,214
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of the Chief Information Officer

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1	4,998	6,660	6,796	6,899	103
11.3	0	0	0	0	0
11.5	118	163	166	166	0
11.8	0	0	0	0	0
11.9	5,116	6,823	6,961	7,064	103
12.1	1,732	2,529	2,598	2,634	36
13	0	0	0	0	0
21	9	28	28	31	3
22	1	0	0	0	0
23	0	0	0	0	0
23.1	1,301	1,269	1,344	1,357	13
23.2	0	0	0	0	0
23.3	2,657	1,705	1,738	1,743	5
24	34	0	0	0	0
25	0	0	0	0	0
25.1	61	0	0	0	0
25.2	18,646	24,010	24,466	24,484	18
25.3	22,751	23,625	24,074	24,074	0
26	11	54	55	58	3
31	5,198	49	50	869	819
99.9	57,519	60,094	61,315	62,315	1,000

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of General Counsel	Pos./BA	238	0	240	0	2	0
	FTE/Obl.	211	49,951	212	50,905	1	954

Chief Counsel for Trade, Enforcement and Compliance (CC-TEC) (+\$954 1 FTE/2 Positions) -- This request will fund two new positions and corresponding expenses by providing attorney and paralegal support to advise International Trade Administration's Enforcement and Compliance Unit (E&C) on the administration of antidumping and countervailing duty (AD/CVD) laws and defends E&C's AD/CVD determinations in domestic courts and international fora, including at the World Trade Organization.

This funding request is tied to an existing program – CC-TEC's support to E&C's administration of the antidumping and countervailing duty laws and CC-TEC's defense of E&C's antidumping and countervailing duty determinations in subsequent litigation. An average of more than 60 antidumping and countervailing duty investigations were initiated annually over the past five fiscal years, creating additional administrative and litigation work for CC-TEC attorneys. The additional work flowing from these new investigations (in the form of additional administrative proceedings and additional litigation) justifies the request for additional FTEs.

Performance Measures:	2022	2023	2024	2025	2026
Antidumping and countervailing investigation with increase	75%	80%	85%	95%	95%
Antidumping and countervailing investigation without increase	50%	50%	60%	60%	60%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: Chief Counsel for Trade, Enforcement and Compliance

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Attorney		13	1	102,663	102,663
Paralegal		9	1	59,534	59,534
Total			2		162,197
Less lapse	-25%		(1)		(40,549)
Total full-time permanent (FTE)			1		121,648
2020 Pay Adjustment (2.7%)					3,284
Total					124,932
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			2		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			2		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of General Counsel

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	29,972	30,485	31,104	31,229	125
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	886	735	750	750	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	30,858	31,220	31,854	31,979	125
12.1 Civilian personnel benefits	9,567	9,828	10,093	10,137	44
13 Benefits for former personnel	-6	0	0	0	0
21 Travel and transportation of persons	98	341	341	347	6
22 Transportation of things	2	3	3	3	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	2,404	2,622	2,777	2,803	26
23.2 Rental payments to others	7		0	0	0
23.3 Communications, utilities, and misc. charges	530	725	739	748	9
24 Printing and reproduction	56	24	24	24	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	104	0	0	0	0
25.2 Other services from non-Federal sources	759	1,018	1,038	1,086	48
25.3 Other goods and services from Federal sources	2,121	2,580	2,629	3,286	657
26 Supplies and materials	287	272	278	293	15
31 Equipment	413	172	176	200	24
99.9 Total obligations	47,201	48,807	49,951	50,905	954

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	238	0	241	0	3	0
Office of General Counsel	FTE/Obl.	211	49,951	213	50,764	2	812

Office of Chief Counsel for Industry and Security (OCC-IS) Request (+\$812, 2 FTE/ 3 Positions) -- This request will fund three positions and related overhead costs. This funding request is tied to an existing program – OCC-IS’s support to the Bureau of Industry and Security (BIS) administration of the export administration and export enforcement laws and OCC-IS’s defense of BIS’s rulemaking, compliance actions, law enforcement responsibilities, and in any potential subsequent litigation. The size, scope, and profile of BIS activities presents significant risk. The additional work flowing from BIS’s existing and expanded authority Export Administration Regulations/Export Control Reform Act (EAR/ECRA) justifies the request for additional positions. OCC-IS supports BIS in its pursuit of Commerce-wide strategic Goals and Objectives:

- Strategic Objective 2.2 Reduce and Streamline Regulations
- Strategic Objective 2.3 Strengthen Domestic Commerce and the U.S. Industrial Base
- Strategic Objective 3.1 Enforce the Nation’s Trade Laws and Security Laws

Performance Measures:	2022	2023	2024	2025	2026
Number of Industry Risks Identified with increase	85%	85%	85%	90%	90%
Number of Industry Risks Identified without increase	55%	55%	60%	60%	60%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: Chief Counsel for Industry and Security

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Division Chief (Attorney Advisor)		15	2	170,800	341,600
Attorney Advisor		14	1	149,621	149,621
Total			3		491,221
Less lapse	-25%		(1)		(122,805)
Total full-time permanent (FTE)			2		368,416
2022 Pay Adjustment (2.7%)					9,947
Total					378,363
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			2		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			2		
<u>Authorized Positions</u>					
Full-time permanent			3		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			3		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of General Counsel

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	29,972	30,485	31,104	31,482	378
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	886	735	750	750	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	30,858	31,220	31,854	32,232	378
12.1 Civilian personnel benefits	9,567	9,828	10,093	10,207	113
13 Benefits for former personnel	-6	0	0	0	0
21 Travel and transportation of persons	98	341	341	356	15
22 Transportation of things	2	3	3	3	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	2,404	2,622	2,777	2,870	93
23.2 Rental payments to others	7		0	0	0
23.3 Communications, utilities, and misc. charges	530	725	739	818	79
24 Printing and reproduction	56	24	24	24	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	104	0	0	0	0
25.2 Other services from non-Federal sources	759	1,018	1,038	1,152	114
25.3 Other goods and services from Federal sources	2,121	2,580	2,629	2,629	0
26 Supplies and materials	287	272	278	288	10
31 Equipment	413	172	176	186	10
99.9 Total obligations	47,201	48,807	49,951	50,764	812

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	60	0	60	0	0	0
Office of Human Resources Management	FTE/Obl.	52	20,443	52	21,147	0	704

Hiring Services (+\$704, 0 FTE/0 Position) - The Office of Human Resource Management (OHRM) is focused on assisting the Department of Commerce in modernizing and streamlining processes to improve agency mission outcomes and service. Taxpayers expect DOC to deliver services in an efficient and cost-effective manner. This requires a skilled workforce as well as timely access to sufficient resources. This budgetary increase will ensure Human Capital Client Services (HCCS) is adequately funded for services rendered to the bureaus in the critical areas of classification, affirmative employment, Human Resources guidance, and employee labor management services. The additional funding will help to procure services from Federal and/or non-Federal vendors who provide hiring services to assist the Department to hire the best talent to fulfill the agency mission.

Performance Measures:

	2022	2023	2024	2025	2026
Number of hires with increase	113	113	113	113	113
Number of hires without increase	0	0	0	0	0

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Human Resources Management

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	6,124	7,848	8,007	8,007	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	136	213	217	217	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	6,260	8,061	8,224	8,224	0
12.1 Civilian personnel benefits	2,092	2,644	2,716	2,716	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	1	34	34	34	0
22 Transportation of things	3	5	5	5	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	568	569	603	603	0
23.2 Rental payments to others	2	0	0	0	0
23.3 Communications, utilities, and misc. charges	86	91	92	92	0
24 Printing and reproduction	28	38	39	39	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	7,782	3,896	3,970	4,674	704
25.3 Other goods and services from Federal sources	1,088	4,437	4,521	4,521	0
26 Supplies and materials	30	43	44	44	0
31 Equipment	229	190	194	194	0
44 Refunds	0	0	0	0	0
99.9 Total obligations	18,168	20,009	20,443	21,147	704

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	60		62		2	0
Office of Human Resources Management	FTE/Obl.	52	20,443	53	20,885	1	443

Hiring Services for International Trade Administration (ITA) Field Offices (+\$443, 1 FTE/2 Positions) - Human Capital Client Services (HCCS) is requesting additional funding in order to provide full human resources support services to ITA's field offices. These services include talent acquisition (recruitment, staffing, classification, etc.) to support hiring managers in the competitive and noncompetitive placement of personnel into positions. Other services include: job analysis, postings on USA JOBS, certifying candidates, making job offers, and the entrance on duty processing. Additionally, HCCS sets employee pay as appropriate and provides the administration of time and attendance. These services provide employee retirement, separation management, benefits services, employee relations, and performance related support. ITA and HCCS currently have an Interagency Agreement to provide additional customized human resources (HR) services in order to maximize efficiency and the effectiveness.

Performance Measures:	2022	2023	2024	2025	2026
Number of hires with increase	71	71	71	71	71
Number of hires without increase	0	0	0	0	0

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Human Resources Management
 Program Change: Hiring Services

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Human Resources Specialist		14	1	157,709	157,709
Human Resources Specialist		14	1	145,525	145,525
Total			2		303,234
Less lapse	-25%		(1)		(75,809)
Total full-time permanent (FTE)			1		227,426
2022 Pay Adjustment (2.7%)					6,140
Total					233,566
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			2		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			2		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Human Resources Management

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	6,124	7,848	8,007	8,241	234
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	136	213	217	225	8
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	6,260	8,061	8,224	8,466	242
12.1 Civilian personnel benefits	2,092	2,644	2,716	2,790	75
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	1	34	34	37	3
22 Transportation of things	3	5	5	5	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	568	569	603	629	26
23.2 Rental payments to others	2	0	0	0	0
23.3 Communications, utilities, and misc. charges	86	91	92	97	5
24 Printing and reproduction	28	38	39	41	2
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	7,782	3,896	3,970	3,970	0
25.3 Other goods and services from Federal sources	1,088	4,437	4,521	4,606	85
25.4 Operation and maintenance of facilities	0	0	0	0	0
25.5 Research and development contracts	0	0	0	0	0
25.6 Medical care	0	0	0	0	0
25.7 Operation and maintenance of equipment	0	0	0	0	0
25.8 Subsistence and support of persons	0	0	0	0	0
26 Supplies and materials	30	43	44	47	3
31 Equipment	229	190	194	196	2
32 Lands and structures	0	0	0	0	0
33 Investments and loans	0	0	0	0	0
41 Grants, subsidies and contributions	0	0	0	0	0
42 Insurance claims and indemnities	0	0	0	0	0
43 Interest and dividends	0	0	0	0	0
44 Refunds	0	0	0	0	0
99.9 Total obligations	18,168	20,009	20,443	20,885	443

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of General Counsel	Pos./BA	238	0	239	0	1	0
	FTE/Obl.	211	49,951	212	50,371	1	420

Legislation and Regulation (+\$420, 1 FTE/1 Position) -- This Office of General Counsel (OGC) request will allow resources to carry out its responsibilities by providing compliance with the Administrative Procedure Act, Executive Orders, and Office of Management and Budget (OMB) Directives, and to serve as the Department's liaison to OMB on regulatory matters. An additional position will enable the Division to carry out both its new deregulatory responsibilities and to continue to offer meaningful advice and review to the bureaus.

In addition to its traditional work of reviewing nearly 300 regulatory and deregulatory actions a year and preparing the Department's Unified Agenda submission to OMB, the Division has also assumed responsibility for supporting the Department's Regulatory Reform Task Force, monitoring the Department's deregulatory efforts, and implementing new procedures on guidance documents. The Division has been successful in this new work, as the Department has consistently exceeded regulatory budget goals set by OMB under EO 13771, resulting in regulatory savings of \$12 million in FY17, over \$50 million in FY18, and \$3.9 million in FY19. Staffing levels have remained constant (4 attorneys + 1 part-time supervisor), while the Regulatory Division has been asked to take on significant new responsibilities pursuant to recent executive orders (including EO 13771, 13777, and 13891) aimed at reducing and streamlining regulations. The additional resource will allow OGC to continue its past success in exceeding regulatory budget goals.

Performance Measures:

	2022	2023	2024	2025	2026
Number of regulatory and deregulatory action reviews with increase	80%	80%	85%	85%	95%
Number of regulatory and deregulatory action reviews without increase	55%	55%	60%	60%	65%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: Legislation and Regulation

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Attorney Advisor		15	1	170,800	170,800
Total			1		170,800
Less lapse	-25%		(0)		(42,700)
Total full-time permanent (FTE)			1		128,100
2022 Pay Adjustment (2.7%)					3,459
Total					131,559
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of General Counsel

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	29,972	30,485	31,104	31,236	132
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	886	735	750	750	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	30,858	31,220	31,854	31,986	132
12.1 Civilian personnel benefits	9,567	9,828	10,093	10,133	40
13 Benefits for former personnel	-6	0	0	0	0
21 Travel and transportation of persons	98	341	341	341	0
22 Transportation of things	2	3	3	3	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	2,404	2,622	2,777	2,806	29
23.2 Rental payments to others	7		0	0	0
23.3 Communications, utilities, and misc. charges	530	725	739	756	17
24 Printing and reproduction	56	24	24	24	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	104	0	0	0	0
25.2 Other services from non-Federal sources	759	1,018	1,038	1,052	14
25.3 Other goods and services from Federal sources	2,121	2,580	2,629	2,805	176
26 Supplies and materials	287	272	278	283	5
31 Equipment	413	172	176	183	7
99.9 Total obligations	47,201	48,807	49,951	50,371	420

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Intelligence and Security	Pos./BA	60	0	60	0	0	0
	FTE/Obl.	52	37,477	52	37,882	0	405

Security Services (+\$405, 0 FTE/0 Position) - The Office of Intelligence and Security is requesting additional resources to continue and maintain security services for NIST headquarters in Maryland, and the Census office in Jeffersonville, Indiana. Additional funds are needed to appropriately fund costs related to providing and staffing the security needs of these offices.

Performance Measures:	2022	2023	2024	2025	2026
Percent of Investigations with increase	30%	25%	20%	10%	5%
Percent of Investigations without increase	50%	45%	30%	25%	20%

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Intelligence and Security

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	10,644	13,618	13,894	14,111	217
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	675	890	908	955	47
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	11,319	14,508	14,802	15,066	264
12.1 Civilian personnel benefits	3,675	4,834	4,965	5,087	122
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	72	351	351	351	0
22 Transportation of things	91	97	99	99	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	362	393	416	416	0
23.2 Rental payments to others	4	0	0	0	0
23.3 Communications, utilities, and misc. charges	141	169	173	176	3
24 Printing and reproduction	37	43	44	44	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	12,880	13,701	13,961	13,977	16
25.3 Other goods and services from Federal sources	2,535	2,100	2,140	2,140	0
26 Supplies and materials	221	278	283	283	0
31 Equipment	125	239	244	244	0
99.9 Total obligations	31,462	36,713	37,477	37,882	405

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

	2022 Base		2022 Estimate		Increase/Decrease from 2022 Base		
	Personnel	Amount	Personnel	Amount	Personnel	Amount	
Office of Human Resources Management	Pos./BA	60	0	60	0	0	0
	FTE/Obl.	52	20,443	52	20,823	0	380

Workers' Compensation (WC) Claims Management (+\$380, 0 FTE/0 Position) - The Office of Human Resources Management is requesting additional resources for contractual services to enhance the current Workers Compensation services delivered to the Department. The current contract provides Workers' Compensation Claims and Medical Case Management and assists the Department with medical review and oversight of all claims. This service ensures injured employees receive timely and appropriate medical care to enable a successful return to the workforce as soon as medically appropriate. The current program is successful and has shown significant improvements in its Workers Compensation Claim chargeback spending. Department of Labor data shows that the Department of Commerce charged back just \$11.3 million in FY 2019 compared to \$14.8 million in claims in FY 2015. The Department has experienced over \$23.8 million in total net cost reductions over the last five years. This is a high impact and significant cost avoidance to the Department, which in turn can be attributed to the roles, responsibilities, and effective work of the WC Program Manager, Office of Occupational Safety and Health (OOSH), and WC points of contact at the bureau level. Additional contractual resources are needed to keep pace with the increase in the number of active claim cases and claim benefit recipients; and higher overall Workers' Compensation costs. Funding to keep up with the volume of cases is important in order to continue to operate this successful program.

Performance Measures:	2022	2023	2024	2025	2026
DOC Performance-DOL POWER Goals, Reduction in WC and medical costs with increase	4%	4%	4%	4%	4%
DOC Performance-DOL POWER Goals, Reduction in WC and medical costs without increase	1%	1%	1%	1%	1%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Human Resources Management

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	6,124	7,848	8,007	8,007	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	136	213	217	217	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	6,260	8,061	8,224	8,224	0
12.1 Civilian personnel benefits	2,092	2,644	2,716	2,716	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	1	34	34	34	0
22 Transportation of things	3	5	5	5	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	568	569	603	603	0
23.2 Rental payments to others	2	0	0	0	0
23.3 Communications, utilities, and misc. charges	86	91	92	92	0
24 Printing and reproduction	28	38	39	39	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	7,782	3,896	3,970	4,350	380
25.3 Other goods and services from Federal sources	1,088	4,437	4,521	4,521	0
26 Supplies and materials	30	43	44	44	0
31 Equipment	229	190	194	194	0
99.9 Total obligations	18,168	20,009	20,443	20,823	380

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	238	0	239	0	1	0
Office of General Counsel	FTE/Obl.	211	49,951	212	50,184	1	233

Office of the Chief Counsel for Economic Affairs (OCC/EA) (+\$233, 1 FTE/1 Position) -- This request will support Strategic Goal 4 in the Department of Commerce’s Strategic Plan for 2018-2022– by providing Constitutional Requirements and Support Economic Activity.

The funding of this request is tied to an existing program – OCC/EA’s support of the Census Bureau in providing legal advice associated with conducting the Decennial Census. Technology is advancing at an exponential rate, and planning for the 2030 Decennial Census has already begun. Census needs to be in a position to take advantage over the next 10 years of the advancement of such technology. However, Census has a mandate under the Constitution and the Census Act to conduct the Decennial in accordance with those laws. The requested position will have an understanding and background in technology and its uses, and will work closely with the Census Bureau to ensure the use of such technology is legally supported in conducting the 2030 Decennial Census.

Performance Measures:

	2022	2023	2024	2025	2026
Technological legal advisement with increase	75%	75%	80%	85%	95%
Technological legal advisement without increase	40%	40%	45%	50%	50%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: Office of the Chief Counsel for Economic Affairs

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Attorney		15	1	161,730	161,730
Total			1		161,730
Less lapse	-25%		(0)		(40,433)
Total full-time permanent (FTE)			1		121,298
2022 Pay Adjustment (2.7%)					3,275
Total					124,573
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of General Counsel

	Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1	Full-time permanent (Compensation)	29,972	30,485	31,104	31,229	125
11.3	Other than full-time permanent	0	0	0	0	0
11.5	Other personnel compensation	886	735	750	750	0
11.8	Special personnel services payments	0	0	0	0	0
11.9	Total personnel compensation	30,858	31,220	31,854	31,979	125
12.1	Civilian personnel benefits	9,567	9,828	10,093	10,131	38
13	Benefits for former personnel	-6	0	0	0	0
21	Travel and transportation of persons	98	341	341	341	0
22	Transportation of things	2	3	3	3	0
23	Rent, communications, and utilities	0	0	0	0	0
23.1	Rental payments to GSA	2,404	2,622	2,777	2,791	14
23.2	Rental payments to others	7		0	0	0
23.3	Communications, utilities, and misc. charges	530	725	739	744	5
24	Printing and reproduction	56	24	24	24	0
25	Other contractual services	0	0	0	0	0
25.1	Advisory and assistance services	104	0	0	0	0
25.2	Other services from non-Federal sources	759	1,018	1,038	1,084	46
25.3	Other goods and services from Federal sources	2,121	2,580	2,629	2,629	0
26	Supplies and materials	287	272	278	280	2
31	Equipment	413	172	176	179	3
44	Refunds	0	0	0	0	0
99.9	Total obligations	47,201	48,807	49,951	50,184	233

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

	2022 Base		2022 Estimate		Increase/Decrease from 2022 Base		
	Personnel	Amount	Personnel	Amount	Personnel	Amount	
Office of Privacy and Open Government	5		6		1		
	FTE/Obl.	4	1,566	5	1,796	1	230

Departmental Privacy Act Analyst - System of Records Notices (+\$230, 1 FTE/1 Position) -- This request will enable the Department to meet its operational and statutory requirements under the Privacy Act (PA) (5 USC § 552a), and in accordance with the Office of Management and Budget Circular A-108 by providing a reduction in the System of Records Notice (SORN) backlog, achieving optimum processing, and ensuring statutory requirements are met, therefore reducing costly litigation risk to the Department.

Currently, the Department has over 80 SORNs which must be published, reviewed and updated annually. All are presently backlogged, and the Department is at risk of increased litigation related to PA compliance, such as filings against the Department relating to FirstNet and Census Privacy Impact Assessments (PIA).

The backlog of Departmental Freedom of Information Act (FOIA) which has been over a hundred since 2018 will also be reduced when the PA function is separately staffed. The Departmental PA Officer function historically has been performed by the Departmental FOIA Officer. However, increased receipt of voluminous Departmental FOIAs resulting in exponential growth of backlogs, compounded by new OMB A-108 PA system of record notice (SORN) requirements, exceed capacity of one position. SORNs may not be waived under the law, and are subject to civil and criminal penalties to agencies as well as individuals. Bureau mission requirements are not met when SORNs are delayed.

Performance Measures:

	2022	2023	2024	2025	2026
Percent reduction of PA covered systems with required SORNs with increase.	80%	80%	80%	80%	80%
Percent reduction of PA covered systems with required SORNs without increase.	10%	10%	10%	10%	10%
Percent reduction of FOIA backlog with increase.	11%	11%	11%	11%	11%
Percent reduction of FOIA backlog without increase.	-8%	-8%	-8%	-8%	-8%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Privacy and Open Government
 Program Change: Departmental Privacy Act (PA) Analyst

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Management and Program Analyst		14	1	157,709	157,709
Total			1		157,709
Less lapse	-25%		(0)		(39,427)
Total full-time permanent (FTE)			1		118,282
2022 Pay Adjustment (2.7%)					3,194
Total					121,475
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Privacy and Open Government

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	480	629	642	763	121
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	11	8	8	8	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	490	637	650	771	121
12.1 Civilian personnel benefits	175	228	234	270	36
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	0	0	1	1
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	12	18	19	26	7
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	11	11	11	14	3
24 Printing and reproduction	14	2	2	3	1
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	768	435	443	443	0
25.3 Other goods and services from Federal sources	111	185	189	244	55
25.4 Operation and maintenance of facilities	0	0	0	0	0
26 Supplies and materials	3	9	9	11	2
31 Equipment	10	8	8	12	4
99.9 Total obligations	1,594	1,534	1,566	1,796	230

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of General Counsel	Pos./BA	238	0	239	0	1	0
	FTE/Obl.	211	49,951	212	50,152	1	200

Committee on Foreign Investment in the United States (CFIUS) Review (+\$200, 1 FTE/1 Position) -- The Committee on Foreign Investment in the United States (CFIUS) is mandated by statute to conduct national security reviews of foreign investment in the United States. CFIUS review is a Congressional, Presidential, and Secretarial priority under Department of Commerce (DOC) Strategic Plan Strategic Objective 3.1. Major deliverables are legal support in the Department’s timely review of CFIUS cases.

This request is for one additional position necessary in conducting those CFIUS reviews. The office of the Chief Counsel for International Commerce (OCCIC) is currently providing legal support for the Department’s CFIUS reviews. With the statutory revisions, the caseload is expected to increase five-fold, requiring significant additional legal support. Legal support for the CFIUS program has been successful in supporting thorough and timely consideration of the economic security and commercial and market conditions as part of the interagency national security review of foreign investments in the United States.

Performance Measures:	2022	2023	2024	2025	2026
Percentage of national security reviews with increase	85%	85%	85%	85%	85%
Percentage of national security reviews without increase	55%	55%	55%	55%	55%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of General Counsel
 Program Change: CFIUS Review

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Attorney Advisor		14	1	135,000	135,000
Total			1		135,000
Less lapse	-25%		(0)		(33,750)
Total full-time permanent (FTE)			1		101,250
2022 Pay Adjustment (2.7%)					2,734
Total					103,984
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of General Counsel

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	29,972	30,485	31,104	31,208	104
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	886	735	750	750	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	30,858	31,220	31,854	31,958	104
12.1 Civilian personnel benefits	9,567	9,828	10,093	10,130	36
13 Benefits for former personnel	-6	0	0	0	0
21 Travel and transportation of persons	98	341	341	344	3
22 Transportation of things	2	3	3	3	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	2,404	2,622	2,777	2,790	13
23.2 Rental payments to others	7		0	0	0
23.3 Communications, utilities, and misc. charges	530	725	739	744	5
24 Printing and reproduction	56	24	24	24	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	104	0	0	0	0
25.2 Other services from non-Federal sources	759	1,018	1,038	1,063	25
25.3 Other goods and services from Federal sources	2,121	2,580	2,629	2,629	0
26 Supplies and materials	287	272	278	283	5
31 Equipment	413	172	176	185	9
99.9 Total obligations	47,201	48,807	49,951	50,152	200

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	51	0	52	0	1	0
Office of Financial Management	FTE/Obl.	45	32,641	46	32,842	1	200

Formulation Budget Analyst (+\$200, 1 FTE/1 Position) -- This request will supplement the current formulation team by providing an additional Analyst increasing the Formulation staff from two to three positions in order to fulfill the growing number of assignments and requests from the Department, OMB and Congress. The current staff is not sufficiently sized to meet expectations. Major deliverables include the Secretarial Submission, the OMB Submission and the Congressional Submission for several accounts including: Salaries and Expenses, Advances & Reimbursements, Working Capital Fund, HCHB Renovation and the Nonrecurring Expenses Fund. Other activities include: Apportionments, Outlays, DASHERS, Budget Data Requests (BDRs), Unobligated Balance reports, OMB pass back reports, Congressional reports and directives, SF-133 review, Exhibit 23/eCPIC alignment, Section 508 compliance and various other reports due throughout the year. Budget Analysts within Formulation work with 16 different offices within Departmental Management to accomplish tasks listed above.

Performance Measures:	2022	2023	2024	2025	2026
Assignments completion with increase	99%	99%	99%	99%	99%
Assignments completion without increase	80%	80%	80%	80%	80%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Secretary Financial Management
 Program Change: Formulation Budget Analyst

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Budget Analyst		14	1	142,960	142,960
Total			1		142,960
Less lapse	-25%		(0)		(35,740)
Total full-time permanent (FTE)			1		107,220
2022 Pay Adjustment (2.7%)					2,895
Total					110,115
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Secretary Financial Management

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	6,900	7,640	7,795	7,905	110
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	136	223	228	228	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	7,035	7,863	8,023	8,133	110
12.1 Civilian personnel benefits	2,262	2,636	2,707	2,746	39
13 Benefits for former personnel	8	0	0	0	0
21 Travel and transportation of persons	-46	3	3	6	3
22 Transportation of things	4	4	4	4	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	928	926	980	993	13
23.2 Rental payments to others		0	0	0	0
23.3 Communications, utilities, and misc. charges	789	408	416	421	5
24 Printing and reproduction	8	15	15	16	1
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	15,155	15,578	15,874	15,883	9
25.3 Other goods and services from Federal sources	4,114	4,188	4,268	4,268	0
26 Supplies and materials	31	39	40	51	10
31 Equipment	1,567	305	311	321	10
99.9 Total obligations	31,854	31,966	32,641	32,842	200

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Civil Rights	Pos./BA	21	0	22	0	1	0
	FTE/Obl.	17	7,114	18	7,288	1	175

Compliance Division (+\$175, 1 FTE/1 Position) – The Office of Civil Rights (OCR) is responsible for overseeing programs and activities that are required to enforce Commerce’s compliance with applicable Civil Rights laws. This includes the processing of all formal Equal Employment Opportunity (EEO) complaints for the Department (except United States Patent Trade Office) and all external complaints from public members alleging discrimination in Department of Commerce (DOC) federally funded or federally conducted programs. Formal, non-Decennial complaints have consistently risen in the last five years, increasing from 168 formal complaints in FY 15 to 199 formal complaints in FY 19 and are projected to exceed this in FY 21.

OCR requests will help mitigate financial, reputational, and other operational risks to the Department. The additional position will provide a more proactive versus reactive customer service experience, including enhanced technical assistance, consultant services, training, and system audit reviews. Finally, this position will enable OCR to perform required external compliance functions, which are currently being done on a collateral basis.

Currently, OCR completes 80% of investigations in accordance with statutory timeframes and 80% of final agency decisions are completed within 60 days. With an additional position, OCR’s performance metric will increase to 100% in meeting the statutory timeframes.

Performance Measures:	2022	2023	2024	2025	2026
Compliance investigations with increase	85%	90%	95%	100%	100%
Compliance investigations without increase	80%	75%	70%	65%	60%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Civil Rights
 Program Change: Compliance Division

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Equal Employment Specialist		13	1	145,554	145,554
Total			1		145,554
Less lapse	-25%		(0)		(36,389)
Total full-time permanent (FTE)			1		109,166
2022 Pay Adjustment (2.7%)					2,947
Total					112,113
<u>Personnel Data Summary</u>					
Full-time Equivalent Employment (FTE)					
Full-time permanent			1		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			1		
<u>Authorized Positions</u>					
Full-time permanent			1		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			1		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration

Subactivity: Office of Civil Rights

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	1,980	2,361	2,409	2,521	112
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	38	60	61	61	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	2,018	2,421	2,470	2,582	112
12.1 Civilian personnel benefits	615	842	865	898	34
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	0	0	3	3
22 Transportation of things	5	21	21	21	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	204	205	217	229	12
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	39	95	97	102	5
24 Printing and reproduction	16	1	1	1	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	2,041	3,228	3,289	3,295	6
25.3 Other goods and services from Federal sources	199	106	108	108	0
26 Supplies and materials	10	18	19	20	1
31 Equipment	77	27	27	29	2
99.9 Total obligations	5,223	6,963	7,114	7,288	175

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		from 2022 Base		
		Personnel	Amount	Personnel	Amount	Personnel	Amount	
	Pos./BA	5		5		0		
Office of Privacy and Open Government	FTE/Obl.	4	1,566	4	1,602	0		36

Digital Privacy Continuance Monitoring Tools (+\$36, 0 FTE/0 Position) -- This request is for one-time software costs that enable digital privacy compliance and monitoring. The Software scans websites and mobile apps for privacy policies, allows design/upload and host policies/disclosures, integration with websites and applications, and managing/monitoring of updates and versions.

The software will enable the Department to ensure compliance with applicable statutory, regulatory, and policy requirements by providing continuous monitoring tools for Department-wide websites and applications to adhere to relevant digital privacy compliance requirements. The Office of Management and Budget requires a privacy concurrence on IT Resource Statements. Prior to award of contracts and authorizations to operate, privacy policies must be posted on agency websites, and privacy metrics must be included in annual Federal Information Security Modernization Act (FISMA) reports. The Office of Privacy and Open Government (OPOG) has Department-wide responsibility for digital privacy compliance and monitoring. Digital privacy assessments are completed and documented to ensure that Department of Commerce (DOC) Bureaus maintain and post privacy policies on all DOC websites, mobile applications, and other digital services. The Department is also required to conduct Privacy Threshold Analyses (PTAs) and Privacy Impact Assessments (PIAs) for electronic information systems and collections. Implementation of the privacy continuance monitoring tools will better operationalize privacy monitoring to improve compliance and reduce Privacy incidents as well as litigation risk.

Performance Measures:

	2022	2023	2024	2025	2026
Reduction of unintended violations with potentially significant reputational impact with increase	10%	10%	10%	10%	10%
Reduction of unintended violations with potentially significant reputational impact without increase	2%	2%	2%	2%	2%

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Privacy and Open Government

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	480	629	642	642	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	11	8	8	8	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	490	637	650	650	0
12.1 Civilian personnel benefits	175	228	234	234	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	0	0	0	0
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	12	18	19	19	0
23.2 Rental payments to others	0	0	0	0	0
23.3 Communications, utilities, and misc. charges	11	11	11	11	0
24 Printing and reproduction	14	2	2	2	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	768	435	443	479	36
25.3 Other goods and services from Federal sources	111	185	189	189	0
26 Supplies and materials	3	9	9	9	0
31 Equipment	10	8	8	8	0
99.9 Total obligations	1,594	1,534	1,566	1,602	36

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE FOR 2022
 (Dollar amounts in thousands)**

			2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
			Personnel	Amount	Personnel	Amount	Personnel	Amount
Subactivity:	Office of Facilities and Environmental Quality	Pos/BA	31		31		0	0
Program Change:	HCHB High Voltage Switchgear & Fire Alarm	FTE/Obl.	31	26,472	31	26,399	0	(73)

HCHB High Voltage Switchgear & Fire Alarm Maintenance ((\$73), 0 FTE/ 0 Positions) - This is a reduction based on the nonrecurring portion of the FY 2021 program increase for mandatory life safety and code compliance contract maintenance and emergency response are required for these systems to keep the HCHB habitable.

Performance Measures	2022	2023	2024	2025	2026
Outyear Costs:					
Direct Obligations	(73)				
Uncapitalized	(73)				
Budget Authority					
Outlays	(73)				

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS**
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Facilities and Environmental Quality

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	6,982	7,804	8,015	8,015	0
11.3 Other than full-time permanent					0
11.5 Other personnel compensation	380	322	331	331	0
11.8 Special personnel services payments					0
11.9 Total Personnel Compensation	7,362	8,126	8,345	8,345	0
12.1 Civilian personnel benefits	2,671	3,073	3,156	3,156	0
13 Benefits for former personnel				0	0
21 Travel and Transportation of Persons	5	16	16	16	0
22 Transportation of things	14	21	21	21	0
23 Rent, Communications, and Utilities			0	0	0
23.1 Rental payments to GSA	791	782	815	815	0
23.2 Rental payments to Others	77		0	0	0
23.3 Communications, utilities, and misc. charges	295	254	259	259	0
24 Printing and Reproduction	31	6	6	6	0
25 Other Contractual Services			0	0	0
25.1 Advisory and Assistance Services			0	0	0
25.2 Other Services from Non-Federal Sources	11,048	11,858	12,084	12,011	-73
25.3 Other Goods and Services from Federal Sources	2,619	1,300	1,325	1,325	0
25.4 Operation and Maintenance of facilities			0	0	0
25.5 Research and Development Contracts			0	0	0
25.6 Medical Care			0	0	0
25.7 Operation and Maintenance of Equipment			0	0	0
25.8 Subsistence and Support of Persons			0	0	0
26 Supplies and Materials	315	201	205	205	0
31 Equipment	622	236	240	240	0
32 Land and Structures			0	0	0
33 Investments and Loans				0	0
41 Grants, Subsidies and Contributions				0	0
42 Insurance Claims and Indemnities				0	0
43 Interest and Dividends				0	0
44 Refunds					0
99.9 Total Obligations	25,850	25,873	26,472	26,399	-73

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE FOR 2022
 (Dollar amounts in thousands)**

			2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
			Personnel	Amount	Personnel	Amount	Personnel	Amount
Subactivity:	Office of Financial Management	Pos/BA	0		0		0	0
Program Change:	E2 Solutions Travel System	FTE/Obl.	0	32,604	0	32,504	0	(100)

E2 Solutions Travel System Enhancement ((\$100), 0 FTE/ 0 Positions) -This is a reduction based on the nonrecurring portion of the FY 2021 program increase to the E2 Solutions Travel system enhancement.

Performance Measures	2022	2023	2024	2025	2026
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Outyear Costs:	
Direct Obligations	(100)
Uncapitalized	(100)
Budget Authority	(100)
Outlays	
FTE	
Positions	

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS**
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Financial Management

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	6,900	7,640	7,795	7,795	
11.3 Other than full-time permanent				0	
11.5 Other personnel compensation	136	223	228	228	
11.8 Special personnel services payments					
11.9 Total Personnel Compensation	7,035	7,863	8,023	8,023	0
12.1 Civilian personnel benefits	2,262	2,636	2,707	2,707	
13 Benefits for former personnel	8			0	
21 Travel and Transportation of Persons	-46	3	3	3	
22 Transportation of things	4	4	4	4	
23 Rent, Communications, and Utilities			0	0	
23.1 Rental payments to GSA	928	926	943	943	
23.2 Rental payments to Others			0	0	
23.3 Communications, utilities, and misc. charges	789	408	416	416	
24 Printing and Reproduction	8	15	15	15	
25 Other Contractual Services			0	0	
25.1 Advisory and Assistance Services			0	0	
25.2 Other Services from Non-Federal Sources	15,155	15,578	15,874	15,874	
25.3 Other Goods and Services from Federal Sources	4,114	4,188	4,268	4,168	-100
25.4 Operation and Maintenance of facilities			0	0	
25.5 Research and Development Contracts			0	0	
25.6 Medical Care			0	0	
25.7 Operation and Maintenance of Equipment			0	0	
25.8 Subsistence and Support of Persons			0	0	
26 Supplies and Materials	31	39	40	40	
31 Equipment	1,567	305	311	311	
32 Land and Structures			0	0	
33 Investments and Loans					
41 Grants, Subsidies and Contributions					
42 Insurance Claims and Indemnities					
43 Interest and Dividends					
44 Refunds					0
99.9 Total Obligations	31,854	31,966	32,604	32,504	-100

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE FOR 2022
 (Dollar amounts in thousands)**

			2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
			Personnel	Amount	Personnel	Amount	Personnel	Amount
Subactivity:	Office of Financial Management	Pos/BA	0		0		0	0
Program Change:	Hyperion Software Upgrade	FTE/Obl.	0	32,604	0	32,204	0	(400)

Hyperion Software Upgrade ((\$400), 0 FTE/ 0 Positions) - This is a reduction based on the nonrecurring portion of the FY 2021 program increase to upgrade Hyperion to the cloud, which is used by the Office of Financial Management for the Department of Commerce's consolidated financial statements.

Performance Measures	2022	2023	2024	2025	2026
Outyear Costs:					
Direct Obligations	(400)				
Budget Authority	(400)				
Uncapitalized Outlays	(400)				
FTE					
Positions					

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS**
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Financial Management

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	6,900	7,640	7,795	7,795	
11.3 Other than full-time permanent					
11.5 Other personnel compensation	136	223	228	228	
11.8 Special personnel services payments					
11.9 Total Personnel Compensation	7,035	7,863	8,023	8,023	0
12.1 Civilian personnel benefits	2,262	2,636	2,707	2,707	
13 Benefits for former personnel	8			0	
21 Travel and Transportation of Persons	-46	3	3	3	
22 Transportation of things	4	4	4	4	
23 Rent, Communications, and Utilities			0	0	
23.1 Rental payments to GSA	928	926	943	943	
23.2 Rental payments to Others			0	0	
23.3 Communications, utilities, and misc. charges	789	408	416	416	
24 Printing and Reproduction	8	15	15	15	
25 Other Contractual Services			0	0	
25.1 Advisory and Assistance Services			0	0	
25.2 Other Services from Non-Federal Sources	15,155	15,578	15,874	15,474	-400
25.3 Other Goods and Services from Federal Sources	4,114	4,188	4,268	4,268	
25.4 Operation and Maintenance of facilities			0	0	
25.5 Research and Development Contracts			0	0	
25.6 Medical Care			0	0	
25.7 Operation and Maintenance of Equipment			0	0	
25.8 Subsistence and Support of Persons			0	0	
26 Supplies and Materials	31	39	40	40	
31 Equipment	1,567	305	311	311	
32 Land and Structures			0	0	
33 Investments and Loans				0	
41 Grants, Subsidies and Contributions					
42 Insurance Claims and Indemnities					
43 Interest and Dividends					
44 Refunds					0
99.9 Total Obligations	31,854	31,966	32,604	32,204	-400

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

	2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
	Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Acquisition Management	9	0	6	0	-3	0
	7	3,482	4	3,065	-3	(417)

Career Management ((\$417), -3 FTE/-3 Positions) --This transfer request supports the Office of Acquisition Management’s (OAM) role in providing career management and development for contracting officers and contracting officer representatives across the Department. The career management and development function for contracting officers and contracting officer representatives is currently funded through the Working Capital Fund (WCF), but would fit more appropriately under the Salaries and Expenses (S&E) account. Since the career management and development function is closely aligned with policy changes and directives in response to government-wide initiatives and with ensuring compliance with Department of Commerce (DOC) acquisition training, certification and experience requirements the bureaus should not be charged with the costs of this function. This function is more appropriately aligned both financially and organizationally within the acquisition policy and oversight division.

The career management function for the Department includes:

- Managing the Agency’s certification process: receive, process, determine, and award certifications
- Maintaining an accurate count of Agency’s acquisition workforce
- Ensuring that the Agency’s acquisition workforce data is accurately reflected in Federal Acquisition Institute Training Application System (FAITAS)
- Ensuring compliance with Office of Federal Procurement Policy (OFPP) policies regarding maintaining acquisition workforce data and the identification of developmental and staffing needs
- Identifying the Agency’s training needs (e.g., evaluate Federal Acquisition Certification competencies) to close competency gaps and ensuring the workforce achieves and maintains certification

Ensuring that the training received for Federal Acquisition Certification (FAC) meets the requirements

Performance Measures:	2022	2023	2024	2025	2026
Number of certifications managed each year with decrease	2,185				
Number of certifications managed each year without decrease	2,185				
Outyear Costs:					
Direct Obligations	(417)				
Uncapitalized Budget Authority	0				
Outlays	(417)				
FTE	(3)				
Positions	(3)				

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Acquisition Management
 Program Change: Career Management

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Procurement Analyst		ZA-04	(1)	142,962	(142,962)
Procurement Analyst		ZA-03	(1)	81,133	(81,133)
Program Assistant		ZS-04	(1)	70,072	(70,072)
Total			(3)		(294,167)
Less lapse			0		0
Total full-time permanent (FTE)			(3)		(294,167)
2022 Pay Adjustment (0.0%)					0
Total					(294,167)
Personnel Data Summary					
Full-time Equivalent Employment (FTE)					
Full-time permanent			(3)		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			(3)		
Authorized Positions					
Full-time permanent			(3)		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			(3)		

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Acquisition Management

	2020	2021	2022	2022	Increase/Decrease
Object Class	Actual	Enacted	Base	Estimate	from 2022 Base
11.1	1,123	1,257	1,282	988	-294
11.3	0	0	0	0	0
11.5	27	28	28	21	-7
11.8	0	0	0	0	0
11.9	1,150	1,284	1,310	1,009	-301
12.1	390	462	474	372	-103
13	0	0	0	0	0
21	0	6	6	6	0
22	0	0	0	0	0
23	0	0	0	0	0
23.1	95	90	95	82	-13
23.2	1	0	0	0	0
23.3	16	14	14	14	0
24	0	0	0	0	0
25	0	0	0	0	0
25.1	0	0	0	0	0
25.2	2,413	967	985	985	0
25.3	370	273	278	278	0
25.4	0	0	0	0	0
25.5	0	0	0	0	0
25.6	0	0	0	0	0
25.7	0	0	0	0	0
25.8	0	0	0	0	0
26	10	297	303	303	0
31	18	16	16	16	0
32	0	0	0	0	0
33	0	0	0	0	0
41	0	0	0	0	0
42	0	0	0	0	0
43	0	0	0	0	0
44	0	0	0	0	0
99.9	4,465	3,408	3,482	3,065	-417

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
Office of Acquisition Management	Pos./BA	9	0	7	0	-2	0
	FTE/Obl.	7	3,482	5	2,827	-2	(655)

Program Management and Government and Accountability Office (GAO)/Inspector General (IG) Audit Liaison ((655), -2 FTE/-2 Positions) --This transfer request supports the Office of Acquisition Management's (OAM) role in providing career management and development for program and project managers and serving in the audit liaison role for GAO and IG audits across the Department. The acquisition program management career management function for program and project managers is currently funded through the Working Capital Fund (WCF) but would fit more appropriately under the S&E account. Since the career management function is closely aligned with policy changes and directives in response to government-wide initiatives and with ensuring compliance with Department of Commerce (DOC) acquisition training, certification and experience requirements the bureaus should not be charged with the costs of this function. This function supports the Department's implementation of the Program Management Improvement and Accountability Act, as well as providing management integration for the Department's Milestone Review Board (MRB) of mission critical programs.

The audit liaison role for GAO and IG audits assists in coordinating GAO activity involving Commerce, monitors the timely resolution and implementation of IG audits by bureau and departmental program offices and coordinates preparation of audit follow-up information for the DOC's Agency Financial Report. These functions are more appropriately aligned to the salaries and expenses account since the function does not directly support the bureaus but facilitates coordination across the Department and with GAO and OIG.

The acquisition program management career management function for the Department includes:

Managing the Agency's certification process: receive, process, determine, and award certifications

- Maintaining an accurate count of Agency's acquisition workforce
- Ensuring that the Agency's acquisition workforce data is accurately reflected in Federal Acquisition Institute Training Application System (FAITAS)
- Ensuring compliance with Office of Federal Procurement Policy (OFPP) policies regarding maintaining acquisition workforce data and the identification of developmental and staffing

Identifying the Agency's training needs (e.g., evaluate Federal Acquisition Certification competencies) to close competency gaps and ensuring the workforce achieves and maintains certification

Ensuring that the training received for Federal Acquisition Certification (FAC) meets the requirements

Liaison for GAO and IG audits oversees the implementation of the Department's audit follow-up program.

- Supporting the execution of changing priorities and operations based on high level Secretarial direction
- Providing leadership and guidance on GAO/IG programs through meeting and briefings with diverse audiences and senior managers

Performance Measures:	2022	2023	2024	2025	2026
Number of certifications managed each year with increase	327				
Number of certifications managed each year without increase	327				
Outyear Costs:					
Direct Obligations	(655)				
Budget Authority	(655)				
Outlays	(655)				
FTE	(2)				
Positions	(2)				

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE PERSONNEL DETAIL

Activity: Operations and Administration
 Subactivity: Office of Acquisition Management
 Program Change: Program Management & GAO/IG Audit Liaison

<u>Full-time permanent</u>					
Title		Grade	Number	Annual Salary	Total Salaries
Program Analyst		ZA-05	(1)	155,296	(155,296)
Management and Program Analyst		ZA-04	(1)	157,709	(157,709)
Total			(2)		(313,005)
Less lapse	0%		0		0
Total full-time permanent (FTE)			(2)		(313,005)
2022 Pay Adjustment (0.0%)					0
Total					(313,005)
Personnel Data Summary					
Full-time Equivalent Employment (FTE)					
Full-time permanent			(2)		
Part-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total FTE			(2)		
Authorized Positions					
Full-time permanent			(2)		
Other than full-time permanent			0		
Full-time temporary			0		
Part-time temporary			0		
Total Positions			(2)		

Department of Commerce
 Departmental Management
 Working Capital Fund
PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Acquisition Management

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	1,123	1,257	1,282	969	-313
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	27	28	28	20	-8
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	1,150	1,284	1,310	989	-321
12.1 Civilian personnel benefits	390	462	474	365	-110
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	0	6	6	6	0
22 Transportation of things	0	0	0	0	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	95	90	95	83	-12
23.2 Rental payments to others	1	0	0	0	0
23.3 Communications, utilities, and misc. charges	16	14	14	14	0
24 Printing and reproduction	0	0	0	0	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	2,413	967	985	772	-213
25.3 Other goods and services from Federal sources	370	273	278	278	0
26 Supplies and materials	10	297	303	303	0
31 Equipment	18	16	16	16	0
99.9 Total obligations	4,465	3,408	3,482	2,827	-655

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE FOR 2022
 (Dollar amounts in thousands)**

			2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
			Personnel	Amount	Personnel	Amount	Personnel	Amount
Subactivity:	Enterprise Services	Pos/BA	14		14			0
Program Change:	ServiceNow Portal Migration	FTE/Obl.	14	29,255	14	28,568		(687)

ServiceNow Portal Migration ((\$687), 0 FTE/ 0 Positions) - This is a reduction based on the nonrecurring portion of the FY 2021 program increase for one-time funds that migrating the Enterprise Services Portal architecture from two ServiceNow instances administered by separate vendors to a centralized ServiceNow Portal.

Performance Measures	2022	2023	2024	2025	2026
Outyear Costs:					
Direct Obligations	(687)				
Budget Authority					
Uncapitalized					
Outlays	(687)				
FTE					
Positions					

**Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS**
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Enterprise Services

Object Class	2020 Actuals	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent compensation	5,505	8,852	9,031	9,031	
11.3 Other than full-time permanent					
11.5 Other personnel compensation	144	167	171	171	
11.8 Special personnel services payments					
11.9 Total Personnel Compensation	5,649	9,019	9,202	9,202	0
12.1 Civilian personnel benefits	1,790	3,076	3,159	3,159	
13 Benefits for former personnel	-1			0	
21 Travel and Transportation of Persons	20	66	66	66	
22 Transportation of things			0	0	
23 Rent, Communications, and Utilities			0	0	
23.1 Rental payments to GSA	1,097	1,062	1,125	1,125	
23.2 Rental payments to Others	11		0	0	
23.3 Communications, utilities, and misc. charges	261	336	343	343	
24 Printing and Reproduction	452	608	620	620	
25 Other Contractual Services			0	0	
25.1 Advisory and Assistance Services			0	0	
25.2 Other Services from Non-Federal Sources	20,981	12,793	13,036	12,349	-687
25.3 Other Goods and Services from Federal Sources	9,272	1,336	1,361	1,361	
25.4 Operation and Maintenance of facilities			0	0	
25.5 Research and Development Contracts			0	0	
25.6 Medical Care			0	0	
25.7 Operation and Maintenance of Equipment			0	0	
25.8 Subsistence and Support of Persons			0	0	
26 Supplies and Materials	15	199	203	203	
31 Equipment	165	137	139	139	
32 Land and Structures			0	0	
33 Investments and Loans			0	0	
41 Grants, Subsidies and Contributions					
42 Insurance Claims and Indemnities					
43 Interest and Dividends					
44 Refunds					
99.9 Total Obligations	39,712	28,633	29,255	28,568	-687

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGES FY 2022
 (Dollar amounts in thousands)

		2022 Base		2022 Estimate		Increase/Decrease from 2022 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
	Pos./BA	9	0	7	0	-2	0
Office of Facilities and Environmental Quality	FTE/Obl.	7	26,472	5	25,474	-2	(998)

Presidential Transition Support Team (PTST) ((\$998), 0 FTE/ 0 Positions) --This program reduction is based on the termination on August 1, 2021 of the Memorandum of Understanding between General Services Administration (GSA) and the Department of Commerce for the Presidential Transition Support Team (PTST). Under this MOU, GSA provided funding for services rendered to the PTT by the WCF.

Performance Measures	2022	2023	2024	2025	2026
Outyear Costs:					
Direct Obligations	(998)				
Uncapitalized					
Budget Authority					
Outlays	(998)				
FTE					
Positions					

Department of Commerce
 Departmental Management
 Working Capital Fund
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Direct Obligations amounts in thousands)

Activity: Operations and Administration
 Subactivity: Office of Facilities and Environmental Quality

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/Decrease from 2022 Base
11.1 Full-time permanent (Compensation)	6,982	7,804	8,015	8,015	0
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	380	322	331	331	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	7,362	8,126	8,346	8,346	0
12.1 Civilian personnel benefits	2,671	3,073	3,156	3,156	0
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	5	16	16	16	0
22 Transportation of things	14	21	21	21	0
23 Rent, communications, and utilities	0	0	0	0	0
23.1 Rental payments to GSA	791	782	815	815	0
23.2 Rental payments to others	77	0	0	0	0
23.3 Communications, utilities, and misc. charges	295	254	259	259	0
24 Printing and reproduction	31	6	6	6	0
25 Other contractual services	0	0	0	0	0
25.1 Advisory and assistance services	0	0	0	0	0
25.2 Other services from non-Federal sources	11,048	11,858	12,084	12,084	0
25.3 Other goods and services from Federal sources	2,619	1,300	1,325	327	-998
26 Supplies and materials	315	201	205	205	0
31 Equipment	622	236	240	240	0
99.9 Total obligations	25,850	25,873	26,472	25,474	-998

**Department of Commerce
Departmental Management
Working Capital Fund
SUMMARY OF REQUIREMENTS BY OBJECT CLASS**
(Dollar amounts in thousands)

Object Class	2020 Actual	2021 Enacted	2022 Base	2022 Estimate	Increase/ (Decrease) Over 2022 Base
11.1 Full-time permanent (Compensation)	76,235	86,434	90,222	92,990	2,768
11.3 Other than full-time permanent	803	892	892	892	0
11.5 Other personnel compensation	3,750	2,818	2,818	2,858	40
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	80,788	90,144	93,932	96,741	2,809
12.1 Civilian personnel benefits	26,279	30,209	33,404	34,291	887
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	159	857	857	944	87
22 Transportation of things	124	151	154	154	0
23 Rent, communications and utilities					0
23.1 Rental payments to GSA	8,009	7,943	8,412	8,871	459
23.2 Rental payments to others	111	84	84	84	0
23.3 Communications, utilities, and misc. charges	4,896	3,726	3,851	4,094	243
24 Printing and reproduction	676	737	751	770	19
25 Other contractual services		0	0		0
25.1 Advisory and assistance services	166	166	166	166	0
25.2 Other services from non-Federal sources	93,330	94,823	91,091	94,099	3,008
25.3 Other goods and services from Federal sources	44,450	39,175	39,455	39,437	(18)
26 Supplies and materials	945	1,412	1,439	1,528	89
31 Equipment	8,485	1,383	1,409	2,372	963
99 Total obligations	268,418	270,810	275,005	283,551	8,546
Less prior year recoveries	(12,055)				
Less prior year unobligated balance	(7,170)	(6,554)			
Less transfer out	6,000				
Less prior year unobligated balance	6,554				
Total Budget Authority	261,747	264,256	275,005	283,551	8,546
Personnel Data					
Full-time Equivalent Employment					
Full-time permanent	600	612	612	632	20
Other than full-time permanent	34	34	34	34	
Total	634	646	646	666	20
Authorized Positions:					
Full-time permanent	689	700	700	727	27
Other than full-time permanent	44	44	44	44	
Total	733	744	744	771	27

**Department of Commerce
Departmental Management
Working Capital Fund
DIRECT COST BY OFFICE**
(Dollar amounts in thousands)

OFFICE	2020 Actual			2021 Enacted			2022 Estimate		
	POS	FTE	Amount	POS	FTE	Amount	POS	FTE	Amount
Human Resources Management	56	48	18,168	58	51	20,009	60	52	22,378
Civil Rights	21	17	5,223	21	19	6,964	22	20	7,458
Financial Management	54	48	31,854	52	49	31,964	53	50	32,970
Security	129	110	31,462	144	118	36,713	144	118	38,759
Facilities and Environmental Quality	80	71	25,850	80	73	25,873	80	73	25,971
Acquisition Management	10	8	4,465	9	9	3,408	4	4	2,487
Office of Privacy and Open Government	5	4	1,594	5	5	1,534	6	6	1,869
General Counsel	243	216	47,201	250	222	48,807	267	235	55,444
Chief Information Officer	49	43	57,519	59	45	60,094	61	47	65,537
Chief Financial Officer/Assistant Secretary for Administration	1	1	370	1	1	257	1	1	271
Enterprise Services	59	42	39,712	65	54	28,633	73	60	30,407
Executive Direction	26	26	5,001	0	0	0	0	0	0
Total Working Capital Fund	733	634	268,418	744	646	264,256	771	666	283,551

**Department of Commerce
 Departmental Management
 Working Capital Fund
 DIRECT COSTS BY BUREAU
 (Dollar amounts in thousands)**

	2020 Actual	2021 Enacted	2022 Estimate
Departmental Management	15,098	14,513	16,376
International Trade Administration	38,756	40,505	43,924
Economic Development Administration	4,571	4,213	4,697
National Telecommunications and Information Administration	7,648	7,879	8,407
National Technical Information Service	1,772	1,539	1,617
Bureau of the Census	55,020	56,224	59,992
Bureau of Economic Analysis	2,890	3,151	3,354
National Oceanic and Atmospheric Administration	64,385	63,318	67,867
National Institute of Standards and Technology	27,917	28,029	29,781
Minority Business Development Agency	4,356	4,042	4,170
Bureau of Industry and Security	15,756	16,425	18,624
Office of the Inspector General	3,101	3,219	3,354
U.S. Patent and Trademark Office	16,121	13,782	14,783
Total Commerce Bureaus	257,391	256,839	276,946
Other Agencies and WCF Carry forward	11,027	7,417	6,605
Total	268,418	264,256	283,551

Department of Commerce
Departmental Management
Working Capital Fund
ADVISORY AND ASSISTANCE SERVICES
(Dollar amounts in thousands)

	2020 Actual	2021 Enacted	2022 Estimate
Consulting services	166	166	166
Management and professional services			
Special studies and analyses			
Management and support services for research and development			
Total	166	166	166

Department of Commerce
Departmental Management
Working Capital Fund
PERIODICALS, PAMPHLETS, AND AUDIOVISUAL PRODUCTS
 (Dollar amounts in thousands)

	2020 Actual	2021 Enacted	2022 Estimate
Periodicals			
Pamphlets			
Audiovisuals			
Total	0	0	0

**Department of Commerce
 Departmental Management
 Working Capital Fund
 AVERAGE GRADES AND SALARIES**

	2020 Actual	2021 Enacted	2022 Estimate
Average ED Salary	103,077	-	-
Average ES Salary	244,645	254,079	260,939
Average GS/GM Grade	13	14	14
Average GS/GM Salary	167,504	178,994	183,827
Average SL Salary	259,067	260,592	267,628
Average WG Grade	10	10	10
Average WG Salary	93,096	97,403	100,033
Average WL Grade	11	11	11
Average WL Salary	112,006	115,605	118,726
Average WS Grade	10	10	10
Average WS Salary	125,057	126,582	130,000
Average ZA Grade	4	4	4
Average ZA Salary	162,912	169,649	174,230
Average ZP Grade	4	4	4
Average ZP Salary	189,990	193,376	198,597
Average ZS Grade	4	4	4
Average ZS Salary	94,993	98,837	101,506

**Department of Commerce
Departmental Management**

IMPLEMENTATION STATUS OF GAO AND OIG RECOMMENDATIONS

31 U.S.C. 720, as amended January 3, 2019, requires the head of a federal agency to submit a written statement of the actions taken or planned on Government Accountability Office (GAO) recommendations to the House and Senate Committees on Appropriations with the agency's first request for appropriations made more than 180 calendar days after the date of the report.

The Good Accounting Obligation in Government Act (GAO-IG Act), passed on January 3, 2019, (P.L. 115-414) requires each agency to include, in its annual budget justification, a report that identifies each public recommendation issued by GAO and the agency's office of the inspector general (OIG) which has remained unimplemented for one year or more from the annual budget justification submission date. In addition, the Act requires a reconciliation between the agency records and the IGs' Semiannual Report to Congress (SAR).

Section 1. Recommendations for which action plans were finalized since the last appropriations request.

See Chart 1 below.

Section 2. Implementation of GAO public recommendations issued no less than one year ago that are designated by GAO as 'Open' or 'Closed-Unimplemented.'

Open Recommendation(s) the Department has decided not to implement.

Nothing to Report

Open Recommendation(s) the Department plans to implement.

See Chart 2 below.

Recommendations designated by GAO as "Closed-Unimplemented for the past 5 years (2015-2019). Future reports will cover a one-year period.

Nothing to Report

Section 3. Implementation of OIG public recommendations issued no less than one year for which Final Action has not been Taken or Action Not Recommended has been Taken

See Chart 3 below.

Section 4. Discrepancies between this report and the semiannual reports submitted by the Commerce Office of Inspector General or reports submitted by the GAO

Nothing to Report

Chart 1: Recommendations for which action plans were finalized since the last appropriations request.

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Action(s) Planned	Action Status (Planned, In-Progress, or Complete)	Target Completion Date	Recommendation Status
GAO-19-543	Environmental Justice: Federal Efforts Need Better Planning, Coordination, and Methods to Assess Progress	10/16/2019	1	The Secretary of Commerce should update the department's environmental justice strategic plan.	The Department will update its environmental justice strategic plan.	In Progress	5/31/2021	Open
GAO-19-543	Environmental Justice: Federal Efforts Need Better Planning, Coordination, and Methods to Assess Progress	10/16/2019	11	The Secretary of Commerce should issue a progress report on the department's environmental justice efforts each year.	The Department will begin issuing annual progress reports in FY 2021.	In Progress	6/30/2021	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	1	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Implements additional checks into contract policies and procedures to ensure all access to Department systems and data is properly vetted by OSY.	The action plan is CUI so not included	In-Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	2	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Conducts a thorough review of the contractor and subcontractor access granted to all Department systems and ensures this access is limited and appropriate based upon the purpose of the system, data contained on the system, and the contractor's level of required duties.	DOC OCIO Office of Cybersecurity and IT Risk Management will coordinate the completion of these actions: 1. Conduct role-based access review and validation process for all FISMA reportable operational systems per the approved System Security Plan and DOC IT Security Baseline Policy (ITSBP) requirements. 2. Conduct review of system access permissions for terminated/separated employees, contractors, and subcontractors per the approved System Security Plan and ITSBP requirements. 3. Create plans of actions and milestones (POA&Ms) for any of the above not completed in compliance with ITSBP requirements or frequency. 4. Upon verification of the actions above, the Bureau OCIO shall submit a memorandum certifying completion of the steps above in compliance with DOC ITSBP.	In-Progress	5/30/2021	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	3	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Establishes and implements a process that ensures the information system security officer(s) or other assigned system staff regularly validate that user access to Department systems is appropriate.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	4	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Fully documents its rationale, based upon the outcome of the Department's investigation, for not reporting the exposure of sensitive data from the former Secretary's briefing book as a major incident, as defined by Office of Management and Budget guidance.	The action plan is CUI so not included	In Progress	10/15/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	5	We recommend that the Deputy Secretary of Commerce ensure that OSY does the following: Investigate the Departments mishandling of sensitive briefing book data in accordance with its security policies.	The action plan is CUI so not included	Complete	9/30/2020	Closed-Implemented
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	6	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Establishes and follows clear procedures when revoking access to Department systems, a process that should include the system owner, information system security officer, and contracting officer's representative, when appropriate.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	7	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Reviews and revises incident response procedures so that appropriate communication protocols are established and enforced to ensure timely and accurate information sharing.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	8	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Identifies staff with incident response and system recovery roles and ensure that they have regular training regarding their responsibilities, the role of Enterprise Security Operations Center, and the use of system backups.	The action plan is CUI so not included	In Progress	9/30/2021	Open

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Action(s) Planned	Action Status (Planned, In-Progress, or Complete)	Target Completion Date	Recommendation Status
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	9	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Includes an additional step to review the completed task when revoking system access, with a requirement for assignment of an individual responsible for ensuring all access has been removed.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	10	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Reviews and revises the process used for system impact analysis to ensure that it is sufficiently rigorous and has adequate checks to ensure the process produces accurate results.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	11	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Reassess all OS systems to ensure that the designated impact level analyses are accurate and appropriate to protect Department systems.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-018-A	Failures in the Department's Security Program Resulted in Exposure of Sensitive Trade Information to Unvetted Foreign Nationals	2/11/2020	12	We recommend that the Deputy Secretary of Commerce ensure that OCIO does the following: Determines if any systems outside of OS produce data for the Secretary's briefing book and, if systems are identified, determines if these systems have accurate and appropriate system impact levels.	The action plan is CUI so not included	In Progress	9/30/2020	Open
OIG-20-028	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	1	We recommend that the Office of Acquisition Management Acquisition Policy and Oversight Division Director enforce the Commerce Acquisition Manual contract closeout annual reporting requirements and implement an oversight process for monitoring compliance with federal and Departmental closeout requirements.	OAM will review existing contract closeout policy to determine if the process for oversight and compliance monitoring should be revised to reflect current monitoring tools and practices.	Complete	N/A	Closed-Implemented
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	1	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	1. OFEQ will conduct an initial reconciliation.	1. Complete	N/A	Closed-Implemented
					2. A second reconciliation will occur after the GSA generates the FAST report in November 2020.	2. Complete		
					3. Additional reconciliations between systems will occur at the end of each quarter throughout the year	3. Complete		
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	2	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Update the PPMM to include guidance for OS commercial leasing. The Department should ensure other PPMM requirements do not similarly exclude OS.	Revise Personal Property Management Manual (PPMM) to include the following: guidance for OS commercial leasing, the addition of the Smart Pay 3 program, increased accountability of property management systems, strengthening of commercial lease guidelines, justification of vehicle purchases, & further clarification of vehicle procurement & approval guidelines.	Item completed and has been	3/31/2021	Open
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	3	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Document justifications for mission-essential vehicle specifications when not obtaining leased vehicles through GSA.	In 12/2019, DOC developed a comprehensive vehicle purchase justification package for Bureaus & program offices to ensure consistency in aligning vehicle procurements with mission needs for documentation & internal control purposes. This process will ensure commercial leased & agency-owned vehicle procurement justifications are being properly captured All vehicle purchase justification packages will now be reviewed & approved by the Department's program management before any vehicle purchase. Bureau Fleet Managers will be specifically made aware of this requirement & held accountable.	Complete	N/A	Closed-Implemented

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Action(s) Planned	Action Status (Planned, In-Progress, or Complete)	Target Completion Date	Recommendation Status
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	4	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Update policies and procedures to include requirements for bureaus to maintain adequate documentation of vehicle usage.	In December 2019, DOC amended & adopted NOAA's log template and issued it to DOC fleet managers. Bureau Fleet Managers will be instructed to implement the new template & be held accountable. Quarterly monitoring will occur. DOC also automated its own vehicle log templates. DOC has piloted a vehicle inspection & transportation trip accountability form to capture all daily vehicle usage activities & vehicle condition. Wireless telematics devices collect & transmit data on vehicle use, maintenance requirements & automotive servicing. DOC is currently creating a Telematics Implementation Plan across DOC Bureaus for rollout in FY 2021.	In Progress	30-Sep-25	Open
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	5	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Provide refresher training to fleet managers to ensure they are aware of all federal and updated Departmental fleet management requirements.	A training session was held on August 12–13, 2020 and all Bureau Fleet Management personnel attended. The training will be offered annually in the future.	Complete	N/A	Closed
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	6	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Direct Departmental/bureau fleet managers to perform and document an annual analysis of fleet utilization in accordance with Departmental policy and Congressional direction.	DOC developed a Transportation Management Performance Metric Chart (Fleet Scorecard) to capture key performance indicators such as fuel and utilization data, inventory reconciliation, fleet management plans and vehicle allocation methodology plans.	Complete	N/A	Closed
OIG-20-037	The Department Needs to Improve Oversight Practices to Close Out Contract Files by Complying with Federal Regulations and Departmental Requirements	6/2/2020	7	We recommend that the Chief Financial Officer and Assistant Secretary for Administration do the following: Perform a vehicle allocation methodology (VAM) study at least every 5 years, to produce a profile of its optimal fleet inventory, and periodically monitor results between VAM studies.	DOC is developing a Vehicle Allocation Methodology (VAM) to plan vehicle acquisitions and determine optimal inventories for each Bureau based on the revised GSA guidelines. DOC will issue a draft VAM in FY 2020 and require a study in FY 2021 and every five years thereafter. DOC will also require that bureau Fleet Managers and program offices address the VAM in their annual Fleet Management Plans.	In Progress	10/31/2021	Open
GAO-20-517	STEEL AND ALUMINUM TARIFFS: Commerce Should Improve Its Exclusion Request Process and Economic Impact Reviews	9/15/2020	3	The Secretary of Commerce should assign responsibility for regularly reviewing the impact of the tariffs on steel and aluminum imports, including tariff exclusions, and document the results.	The Department has identified BIS, in coordination with ITA, as the lead bureau for regularly reviewing the impact of the tariffs on steel and aluminum imports, including tariff exclusions.	In Progress	5/31/2021	Open
GAO-20-559	Senior Executive Service: Opportunities for Selected Agencies to Improve Their Career Reassignment Processes	9/16/2020	1	The Secretary of Commerce, in consultation with the department-level Executive Resources Board and Office of Executive Resources, should fully implement policy and guidance in development that require the bureaus to maintain career SES reassignment-related documentation in the SES members Official Personnel Folder, and to provide those documents to the Office of Executive Resources for review and approval before making career SES reassignments.	Action Plan in Progress	In Progress	TBD	Open
OIG-21-012-A	FY 2020 Consolidated Financial Statements Audit	11/13/2020	2020-04	1. Develop and implement a process to monitor and enforce bureau reporting of NIST SP 800-53, Rev. 4, controls that have not been implemented or for implementations that fail to meet DOC-specific requirements; and	The department will fully implement activities to monitor and enforce bureau reporting of NIST SP 800-53, Rev. 4, controls that have not been implemented and for implementations that fail to meet DOC-specific requirements by the end Q3 FY2021. As of the start of FY2021, key resources needed to facilitate the implementation of the recommendation have been appointed and aligned.	In-Progress	6/30/2021	Open
				2. Align resources to facilitate the implementation of the recommendation above.				

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Action(s) Planned	Action Status (Planned, In-Progress, or Complete)	Target Completion Date	Recommendation Status
GAO-21-152	Data Governance: Agencies Made Progress in Addressing Milestones but Need to Address Key Milestones	12/16/2020	4	The Secretary of the Department of Commerce should direct the Chief Financial Officer to develop and include a description of the controls for the Award Description data element, specifically the agency's significant milestones and major decisions pertaining to the use of plain English descriptions for describing the purpose of its awards, in the next data quality plan update.	Action Plan in Progress	In-Progress	TBD	Open
GAO-20-377	FY 2019 GOVERNMENT SHUTDOWN: Selected Agencies Could Improve Contingency Planning for Potential Shutdown Scenarios and Strengthen Some Internal Controls	7/1/2020	1	The Secretary of Commerce should align the agency's contingency plan with OMB guidance by including (1) plans for a potential prolonged shutdown; (2) flexibilities available to supervisors if furloughed employees were unable to return to work after the end of the shutdown; and (3) procedures for resuming program activities, including steps to ensure appropriate oversight and disbursement of funds upon the end of a shutdown.	GAO stated that the Department should update its contingency plan by adding (1) plans for a potential prolonged shutdown; (2) flexibilities available to supervisors if furloughed employees were unable to return to work after the end of the shutdown; and (3) procedures for resuming program activities. The action plan states that the 2019 update to the Department's contingency plan, which was finalized after the audit, made the first two changes. It also notes that the Department will make the third change in the next plan update expected to be completed by September 30, 2021.	In-Progress	9/30/2021	Open
GAO-20-59	Information Management: Selected Agencies Need to Fully Address Federal Electronic Recordkeeping Requirements	3/3/2020	7	The Secretary of Commerce should establish a time frame to ensure all records schedules are up-to-date and submitted to NARA. The schedules should include all required information, including when eligible temporary records must be destroyed or deleted and when permanent records are to be transferred to NARA.	All DOC bureaus except NOAA use the MS Outlook email solution to provide and manage email. NOAA uses the Google email solution. We feel confident our existing email solutions satisfy the NARA requirements. However per our response to "Recommendation #7" our goal is to have a new Records Manager onboard by FY22 Q1 to lead activities and initiatives in this area. At that time the new DOC RM will review MS Outlook and Google system rules, and policies. The RM will work with our Department of Commerce May 2021, ver 1.0 email operations teams, review the Microsoft Outlook Email contract and the Google Mail contract to ensure requirements for managing permanent and temporary email records meet NARA's requirements and have the capability to identify, retrieve, and retain these records. We hope our new RM will be able to provide this validation, and/or provide a Plan by February 2022 that allows us to achieve validation.	In-Progress	2/28/2022	Open
GAO-20-59	Information Management: Selected Agencies Need to Fully Address Federal Electronic Recordkeeping Requirements	3/3/2020	8	The Secretary of Commerce should ensure the electronic system that manages email provides the capabilities to manage permanent and temporary email records and to identify, retrieve, and retain records.	The Department agrees with this recommendation. The electronic system that the Department currently uses to manage email provides the retain records. While we believe that the current system fulfills this recommendation, we will take additional steps to ensure that users are correctly employing the system to address federal record keeping requirements. The Department will update agency policies to fully address federal electronic recordkeeping requirements no later than December 2020.	In-Progress	2/28/2022	Open
GAO-20-279	DATA CENTER OPTIMIZATION: Agencies Report Progress, but Oversight and Cybersecurity Risks Need to Be Addressed	3/5/2020	6	The Secretary of Commerce should take action to achieve its data center-related cost savings target established under DCOI by OMB.	The Department of Commerce agrees with this recommendation. Commerce is actively working on achieving its DCOI data center-related cost-savings target by the end of Q4 FY2020.	Complete	12/31/2020	Closure Request Pending
GAO-20-279	DATA CENTER OPTIMIZATION: Agencies Report Progress, but Oversight and Cybersecurity Risks Need to Be Addressed	3/5/2020	7	The Secretary of Commerce should take action to meet its data center optimization metric targets established under DCOI by OMB.	The Department concurs with the recommendations. Commerce is actively working on achieving its DCOI data center optimization metric targets by end of Q4 FY2020.	In-Progress	12/31/2020	Open

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Action(s) Planned	Action Status (Planned, In-Progress, or Complete)	Target Completion Date	Recommendation Status
GAO-20-155	TELECOMMUNICATIONS: Agencies Should Fully Implement Established Transition Planning Practices to Help Reduce Risk of Costly Delays	4/7/2020	1	The Secretary of Commerce should ensure that the agency's Chief Information Officer updates the telecommunications inventory to include all telecommunications assets and services in use at the agency, and updates Commerce's process for ongoing maintenance of the inventory to include the complete inventory.	The Department has made an initial award of the Enterprise Infrastructure Solutions contract and will continue to work with the designated vendors to validate the telecommunications inventory. In addition, the Department will develop policy and procedures to support the ongoing maintenance of a complete telecommunications inventory.	In-Progress	12/31/2021	Open
GAO-20-155	TELECOMMUNICATIONS: Agencies Should Fully Implement Established Transition Planning Practices to Help Reduce Risk of Costly Delays	4/7/2020	2	The Secretary of Commerce should ensure that the agency's Chief Information Officer completes efforts to identify future telecommunications needs using a complete inventory of existing telecommunications services; conducts and documents a comprehensive strategic analysis at all bureaus to identify areas for optimization and sharing of telecommunications resources; evaluates the costs and benefits of implementing new telecommunications technology and alternative options at all bureaus; and fully aligns Commerce's telecommunications needs with its long-term IT plans and enterprise architecture.	As part of the Department's ongoing investment review process, the Department will continue to validate telecommunications inventories and review areas within its bureaus where optimization of services can be achieved. As part of the transition effort, the Department will evaluate the cost of implementing new services as well as identify alternative services in support of the long-term IT plan.	In-Progress	12/31/2021	Open
GAO-20-155	TELECOMMUNICATIONS: Agencies Should Fully Implement Established Transition Planning Practices to Help Reduce Risk of Costly Delays	4/7/2020	3	The Secretary of Commerce should ensure that the agency's Chief Information Officer finalizes the responsibilities related to the information security management role during the telecommunications transition, and assigns the roles for providing legal expertise during the transition, as well as for managing human capital, telecommunications assets, and information security during the transition, to staff members; describes how changes and disruptions related to the transition will be communicated to end users at all bureaus and identifies the key local and regional agency transition officials responsible for disseminating information about the transition to employees and working with the vendor to facilitate transition activities in Commerce's transition communications plan; and establishes and implements configuration and change management processes for its transition.	The Department will identify resources at all locations to support the transition as well as develop communications and change management processes to support the transition based on the needs of the varying bureaus.	In-Progress	12/31/2021	Open
GAO-20-155	TELECOMMUNICATIONS: Agencies Should Fully Implement Established Transition Planning Practices to Help Reduce Risk of Costly Delays	4/7/2020	4	The Secretary of Commerce should ensure that the agency's Chief Information Officer identifies all of the funding needed to support the telecommunications transition; justifies requests for resources related to transition program management staff; conducts an analysis to identify staff resources needed for the entire transition effort; and analyzes training needs for staff assisting with the transition.	The Department will identify funding, resources, and training required to support the telecommunications transition.	In-Progress	12/31/2021	Open
GAO-20-155	TELECOMMUNICATIONS: Agencies Should Fully Implement Established Transition Planning Practices to Help Reduce Risk of Costly Delays	4/7/2020	5	The Secretary of Commerce should ensure that the agency's Chief Information Officer takes into account the agency's telecommunications transition risks, mission critical systems, and contingency plans in Commerce's transition timeline.	The Department is identifying risks, mission critical systems, interdependencies, and contingency plans to support the mission requirements identified within each Department bureau.	In-Progress	12/31/2023	Open
OIG-21-026-I	FY 2020 Compliance with Improper Payment Requirements	5/13/2021	1	We recommend that the Deputy Chief Financial Officer and Director for Financial Management do the following: 1. Include the Census Bureau's Geographic Support and Working Capital Fund programs in the next risk assessment during FY 2021.	Action Plan is in Process	In-Progress	Action Plan is in Process	Open
OIG-21-026-I	FY 2020 Compliance with Improper Payment Requirements	5/13/2021	2	We recommend that the Deputy Chief Financial Officer and Director for Financial Management do the following: 2. Implement a revised risk assessment scheduling process so the Department can ensure risk assessments are completed at least once every 3 years.	Action Plan is in Process	In-Progress	Action Plan is in Process	Open

Chart 2: Open Recommendation(s) the Department plans to implement.

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Target Implementation Date	Closure Request Pending with GAO (Yes/No)	Clear Budget Implications (Yes/No)
GAO-18-466	Cybersecurity Workforce: Agencies Need to Improve Baseline Assessments and Procedures for Coding Positions	6/14/2018	1	The Secretary of Commerce should evaluate the level of preparedness for cybersecurity personnel not currently holding certifications to take certification exams, identify strategies for mitigating any gaps identified, and report this information to Congress.	9/30/2021	No	No
GAO-19-144	CYBERSECURITY WORKFORCE: Agencies Need to Accurately Categorize Positions to Effectively Identify Critical Staffing Needs	3/12/2019	2	To complete the appropriate assignment of codes to their positions performing IT, cybersecurity, or cyber-related functions, in accordance with the requirements of the Federal Cybersecurity Workforce Assessment Act of 2015, the Secretary of Commerce should take steps to review the assignment of the ""000"" code to any positions in the department in the 2210 IT management occupational series and assign the appropriate NICE framework work role codes.	6/30/2021	No	No
GAO-19-384	Cybersecurity: Agencies Need to Fully Establish Risk Management Programs and Address Challenges	7/25/2019	5	Update the department's policies to require (1) an organization-wide cybersecurity risk assessment and (2) the use of risk assessments to inform POA&M prioritization.	9/30/2021	No	No
GAO-19-58	Cloud Computing: Agencies Have Increased Usage and Realized Benefits, but Cost and Savings Data Need to be Better Tracked	5/6/2019	4	The Secretary of Commerce should ensure that the CIO of Commerce establishes a consistent and repeatable mechanism to track savings and cost avoidances from the migration and deployment of cloud services.	12/31/2020	No	No
GAO-19-241	Data Center Optimization: Additional Agency Actions Needed to Meet OMB Goals	4/11/2019	2	The Secretary of Commerce should take action to meet the data center closure targets established under DCOI by OMB	12/31/2020	No	No
GAO-18-93	FEDERAL CHIEF INFORMATION OFFICERS: Critical Actions Needed to Address Shortcomings and Challenges in Implementing Responsibilities	8/2/2018	5	The Secretary of Commerce should ensure that the departments IT management policies address the role of the CIO for key responsibilities in the five areas we identified.	12/31/2019	No	No
GAO-18-42	INFORMATION TECHNOLOGY: Agencies Need to Involve Chief Information Officers in Reviewing Billions of Dollars in Acquisitions	1/10/2018	4	Ensure that the office of the CAO is involved in the process to identify IT acquisitions (#4)	12/31/2020	No	No
GAO-18-42	INFORMATION TECHNOLOGY: Agencies Need to Involve Chief Information Officers in Reviewing Billions of Dollars in Acquisitions	1/10/2018	5	Ensure that IT acquisition plans or strategies are reviewed and approved according to OMB's guidance.	12/31/2020	No	No
GAO-17-448	Data Center Optimization: Agencies Need to Address Challenges and Improve Progress to Achieve Cost Savings Goal	9/6/2017	4	Take action to, within existing OMB reporting mechanisms, complete plans describing how the agency will achieve OMB's requirement to implement automated monitoring tools at all agency-owned data centers by the end of fiscal year 2018.	9/30/2022	No	No
GAO-17-8	IT Workforce: Key Practices Help Ensure Strong Integrated Program Teams; Selected Departments Need to Assess Skill Gaps	11/30/2016	1	Address the shortfalls in IT workforce planning noted in this report, including the following actions: (1) establish and maintain a workforce planning process; (2) develop competency and staffing requirements; (3) assess competency and staffing needs regularly; (4) assess gaps in competencies for all components of the workforce; (5) develop strategies and plans to address gaps in competencies and staffing; (6) implement activities that address gaps, including an IT acquisition cadre, cross-functional training of acquisition and program personnel, a career path for program managers, and special hiring authorities, if justified and cost-effective; (7) monitor the department's progress in addressing IT competency and staffing gaps; and (8) report to department leadership on progress in addressing competency and staffing gaps.	7/30/2020	Yes	No

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Target Implementation Date	Closure Request Pending with GAO (Yes/No)	Clear Budget Implications (Yes/No)
GAO-16-511	INFORMATION TECHNOLOGY: Agencies Need to Improve Their Application Inventories to Achieve Additional Savings	9/29/2016	4	Improve application inventories by taking steps to fully address the practices GAO identified as being partially met or not met.	9/30/2021	No	No
GAO-15-431	Telecommunications: Agencies Need Better Controls to Achieve Significant Savings on Mobile Devices and Services	5/21/2015	4	Ensure a reliable department-wide inventory of mobile service contracts is developed and maintained. (#4)	9/30/2020	No	No
GAO-15-431	Telecommunications: Agencies Need Better Controls to Achieve Significant Savings on Mobile Devices and Services	5/21/2015	5	Ensure procedures to monitor and control spending are established department-wide. Specifically, ensure that (1) procedures include assessing devices for zero, under, and over usage; (2) personnel with authority and responsibility for performing the procedures are identified; and (3) the specific steps to be taken to perform the process are documented.	5/30/2021	No	No
GAO-14-413	FEDERAL SOFTWARE LICENSES: Better Management Needed to Achieve Significant Savings Government-Wide	5/22/2014	13	Commerce should provide software license management training to appropriate agency personnel addressing contract terms and conditions, negotiations, laws and regulations, acquisition, security planning, and configuration management.	9/30/2022	No	No
GAO-12-791	Organizational Transformation: Enterprise Architecture Value Needs to Be Measured and Reported	7/26/2012	4	To enhance federal agencies' ability to realize enterprise architecture benefits, the Secretaries of the Departments of Agriculture, the Air Force, the Army, Commerce, Defense, Education, Energy, Homeland Security, the Interior, Labor, the Navy, State, Transportation, the Treasury, and Veterans Affairs; the Attorney General; the Administrators of the Environmental Protection Agency, General Services Administration, National Aeronautics and Space Administration, and Small Business Administration; the Commissioners of the Nuclear Regulatory Commission and Social Security Administration; and the Directors of the National Science Foundation and the Office of Personnel Management should fully establish an approach for measuring enterprise architecture outcomes, including a documented method (i.e., steps to be followed) and metrics that are measurable, meaningful, repeatable, consistent, actionable, and aligned with the agency's enterprise architecture's strategic goals and intended purpose.	12/31/2021	No	No
GAO-12-791	Organizational Transformation: Enterprise Architecture Value Needs to Be Measured and Reported	7/26/2012	28	To enhance federal agencies' ability to realize enterprise architecture benefits, the Secretaries of the Departments of Agriculture, the Air Force, the Army, Commerce, Defense, Education, Energy, Homeland Security, the Interior, Labor, the Navy, State, Transportation, the Treasury, and Veterans Affairs; the Attorney General; the Administrators of the Environmental Protection Agency, General Services Administration, National Aeronautics and Space Administration, and Small Business Administration; the Commissioners of the Nuclear Regulatory Commission and Social Security Administration; and the Directors of the National Science Foundation and the Office of Personnel Management should periodically measure and report enterprise architecture outcomes and benefits to top agency officials (i.e., executives with authority to commit resources or make changes to the program) and to OMB	9/30/2021	No	No

Chart 3: Implementation of OIG public recommendations issued no less than one year for which Final Action has not been Taken or Action Not Recommended has been Taken

Report Number	Report Title	Issue Date	Recommendation Number	Recommendation	Target Implementation Date	Reason no Final Action Taken or Action Not recommended taken	Closure Request Pending (Yes/No)
OIG-16-040	Review of IT Security Policies, Procedures, Practices, and Capabilities in Accordance with the Cybersecurity Act of 2015	8/4/2016	1	The recommendations in this report are for official use only	6/30/2021	Corrective Actions are in progress	No
			2	The recommendations in this report are for official use only	6/30/2021	Corrective Actions are in progress	No
			3	The recommendations in this report are for official use only	6/30/2021	Corrective Actions are in progress	No
			4	The recommendations in this report are for official use only	6/30/2021	Corrective Actions are in progress	No
			5	The recommendations in this report are for official use only	9/30/2021	Corrective Actions are in progress	No
OIG-19-026	The Department Needs to Improve Its Capability to Effectively Share Cyber Threat Information	9/30/2019	1	Finalize CTIP licensing and interconnection agreements and utilize the CTIP Application Programming Interface to automate Department bureaus' ingestion of cyber threat information.	10/1/2020	Corrective Actions are in progress	No
			2	Ensure that all Department bureaus have access to CTIP	6/30/2021	ESOC is working with USPTO to enable access	No
			3	Ensure information sharing policies and procedures are compliant with applicable documents created by DHS, DOJ, DOD, and ODNI.	10/16/2020		No
OIG-20-004	Performance Audit of the U.S. Department of Commerce's Digital Accountability and Transparency Act of 2014 (DATA Act) Fiscal Year 2019 Quarter 1 Financial and Award	10/23/2019	1	We recommend that Department management:1. Configure Grants Online to allow the modification number to properly interface with FABS.	10/31/2019	Action Completed –Closure Request Pending	Yes
			2	We recommend that Department management:2. Evaluate the effectiveness of the automated logic test reports implemented in June 2019 to the FPDS-NG data error checking system to determine if they are improving the quality of the DATA Act data elements.	12/31/2020	Actions Completed – Closure Request Pending	Yes
			3	We recommend that Department management:3. Configure BAPS to record the Parent Award ID Number associated with contracts.	9/30/2019	Action Completed –Closure Request Pending	Yes
			4	We recommend that Department management:4. Evaluate the changes implemented in June 2019 to the contract writing system that maximize the number of data elements that are shared between the contract writing system and FPDS-NG, to determine if they are improving the quality of the DATA Act data elements or if additional actions are needed.	12/31/2020	Actions Completed – Closure Request Pending	Yes

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Departmental Management
FY 2022 Annual Performance Plan / FY 2020 Annual Performance Report (APPR) Backup
SUMMARY

Overview of Departmental Management (DM) Accomplishments

Human Resources

The Department continued working on strategies to support Strategic Objective 5.1, *Engage Commerce Employees*. Department-wide initiatives in FY 2020 included:

- The Human Capital Operational Plan (HCOP) was closed out as of September 30, 2020 and a new HCOP was developed for FY 2021, describing how the Department will execute the human capital strategies in the DOC Strategic Plan and Annual Performance Plan.
- As part of a Government-wide initiative and in support of the Departmental Federal Employee Viewpoint Survey (FEVS) Employee Engagement Index (EEI) performance indicator, Human Resources (HR) worked with bureaus to identify the bottom 20% EEI scoring units to improve by 20% by 2020, based on 2018 FEVS scores. Of the 46 bottom 20% sub-units identified that were still trackable in 2020, approximately 98% improved in the 2020 FEVS EEI scores (96% improved by more than five percentage points) over their 2018 scores. Approximately 39% of all identified sub-units met or surpassed their 2020 goal. The Department of Commerce 2020 FEVS overall EEI score was 76%, an increase of three percentage points from 2019 and four percentage points above the 2020 Government-wide EEI score. The Commerce EEI sub-indices also increased three percentage points from the 2019 scores.
- HR promoted the use of over 70 active Affinity and Employee Resource Groups, providing a forum for employees to connect with one another outside of their traditional roles within their business units/organizations. Affinity and Employee Resource Groups also served as a source of communication for employees on work/life balance, training, and career development.
- To evaluate the bureaus' succession planning management and practices, the Department developed a succession planning framework. The assessment will provide essential data regarding the current state of the Department's succession planning and inform leadership and the program office decisions, strategy, and tools requirement for the future workforce.
- A Workforce & Succession Planning Community of Practice was developed to foster cross-bureau collaboration on existing succession planning programs, best practices, and challenges; accomplish succession planning goals as defined in the Human Capital Operating Plan or by the Department's Management Council; conduct mission-critical occupation validation; and inform the effort to develop and implement a comprehensive succession planning strategy.
- The Department launched the Skillsoft Leadership Development Program, an additional catalog of training resources for managers and supervisors. This online learning and development tool, offered through the Commerce Learning Center (CLC), supports ongoing leadership development efforts of the larger Commerce bureaus and provides resources to create similar offerings within the smaller bureaus.
- HR obtained contractor support to improve current reporting and processes around HR data analytics. Specifically, HR improved the process of data extraction, conversion, and analysis for the HRstat report and added visualization tools to keep information easy to digest. Additionally, HR created a DOC Workforce Assessment Dashboard containing snapshots of different workforce demographics for more informed decision making. The HRstat report and the DOC Workforce Assessment Dashboard are shared with the Chief Human Capital Officer, Deputy Chief Human Capital Officer, and Principal HR Managers on a quarterly basis.

Enterprise Services

Enterprise Services (ES) is pleased to report being on track towards the fulfillment of SO 5.3 with the conclusion of FY 2021. With a relentless pursuit of continuous improvement on behalf of our customers, ES remains focused on our mission to provide high quality administrative services in a cost-effective manner.

ES evidence of continuous improvement and customer driven enhancements include:

- Enterprise Services is leading the 2021 Presidential Transition HR activities for political appointees that are entering and exiting the department. In early January, ES began supporting the Office of Executive Resources in conducting a series of briefings for political appointees to provide impacted employees with everything they needed to know for their transition.
- ES invited 11,042 customers who had interacted with ES HR, Acquisitions, or IT between January 11, 2020 and January 1, 2021, to participate in an online survey which closed in February 2021. The results of the survey indicate overall satisfaction with Enterprise Services (56%), which has increased since 2020 (39%).
- Customer confidence in ES has steadily increased over the past year, scoring higher in overall satisfaction and participation in the 2021 online survey across all roles than in previous years.
- In partnership with DOC customer bureau leaders represented in the cross-agency Bureau Implementation Team, ES will continue to translate customer feedback into tangible improvements in service delivery.
- In Spring 2021, the recently awarded new service provider will begin to provide Personnel Action Requests (PAR), Payroll, and Benefits (PP&B) services to in-scope DOC employees.
- ES completed 3 weeks of User Acceptance Testing (UAT) designed to gather customer feedback on Portal 2.0 to improve overall user experience prior to go-live.
- Inspired by customer feedback, ES began in 2020 redesigning the ES Portal to increase accessibility, transparency, and personalization. In Spring 2021, ES will launch enhancements to the Enterprise Services Portal – Portal 2.0.
- ES completed 4 DOC Portal 2.0 Roadshow demonstrations to over 750 participants
- The Customer Snapshot which compiles PAR, Payroll, and Benefits processing metrics for each pay period into one comprehensive report for ES customers has been updated. Enhancements include the addition of bureau specific trend data, most common errors to improve accuracy in customer submission and knowledge article trends.

Departmental leadership support was instrumental in the recent Enterprise Services award of the Discovery Phase to the Talent Acquisition vendor. The Discovery Phase encompassed further definition of the Department's requirement for Talent Acquisition Managed Services to confirm the path and direction forward for the rollout of Talent Acquisition systems and services to the Department and its bureaus. Now that the Discovery phase has concluded, ES, the selected vendor team, the Department and the Bureaus have worked together to finalize technical and functional details which provided the Bureaus with the necessary information to make their participation decision for the design of Talent Acquisition Managed Services. ES is in the beginning of the Talent Acquisition Design and Departmental leadership, and support will continue to be pivotal for ES to further demonstrate performance improvement and cost savings in the implementation of the agreed upon Talent Acquisition solution.

Chief Information Officer

- **FITARA:** The Federal Information Technology Acquisition Reform Act (FITARA), enacted in December 2014, imposes Federal transparency and accountability requirements related to how IT is planned and implemented in the Federal government. Implementing FITARA provides Commerce with a great opportunity to shape how IT is planned, acquired, and deployed across the department. FITARA performance is evaluated and rated twice a year, with each agency being assigned a cumulative grade of “A” through “F”. In FY 2020 DOC achieved FITARA score improvements which resulted in the achievement of an overall score of a B+, up from a C+ in previous years.
- **Cybersecurity:** The Department has prioritized efforts to strengthen its cybersecurity posture by implementing improvements across all Risk Management Assessment (RMA) and Cyber Security Cross Agency Priority (CyberCAP) metrics. DOC maintained an overall score of “Managing Risk” on its RMA throughout FY 2020.
- **Business Applications Solution (BAS):** The Business Applications Solution (BAS) project will deploy a Software-as-a-Service (SaaS) integrated suite of financial management and business applications to modernize the Department of Commerce’s financial, acquisition, property, and Enterprise Data Warehouse (EDW) and Business Intelligence (BI) reporting solution to include data from BAS systems, Personal/Real/Fleet Property, Grants, Travel, and HR/Payroll, etc. The major contract award for the new integrated BAS solution occurred in June 2020 and work will continue through FY 2022.
- **Grants Enterprise Management System (GEMS):** The Grants Enterprise Management System (GEMS) will transition the legacy Grants Online (GOL) system into a modular solution designed for performance, security, maintainability, and agility across the end-to-end grants management value chain.

Planned Actions for FY 2022

Human Resources

At this time, the Office of Human Resources Management (OHRM) has expanded the contract with Deloitte through FY 2021 to work on the following tasks:

- Updates to the HRstat Report and Workforce Assessment Dashboard
- Workforce succession planning assessment, strategy, and framework
- Competency modeling and prototype development

The Veterans Employment Program Manager (VEPM) will lead strategic efforts to increase veterans’ employment by:

- Providing quarterly veteran hiring data to respective bureaus senior leaders keeping them informed of their respective Veteran hiring numbers.
- Conducting monthly meetings vs. bimonthly with bureau SPPCs to collaborate on best practices.
- Introducing the newly authorized veteran training program, DOD Skillbridge to Commerce senior leaders. This veteran training program will afford hiring managers with the opportunity to assess and evaluate (through unpaid internships) active duty servicemembers during their last 180 days transitioning from the military. This program will be at no cost to the agency.

- Engaging with Veteran Affairs to participate in the VA Non-Paid Work Experience Program and market the program to Commerce hiring managers. This program affords Veterans with the opportunity to intern within Commerce to assist them in obtaining the much needed work experience to make them more competitive for employment opportunities.

Additionally, the VEPM will conduct corporate strategic outreach and recruitment of veterans and transitioning servicemembers, hoping to attract more new-to-government Veteran hires. Currently, we have numerous Veterans transferring from one government agency to another, which does not contribute to Veteran hiring numbers. And lastly, the VEPM will continue to collect and analyze data related to the number of internal versus external hires to determine if there is a correlation between how many positions are filled from internal sources versus external sources that may be impacting the overall veteran hiring effort.

Enterprise Services

Enterprise Services (ES) defines success as delivering on the commitment to our customers to provide mission-enabling, shared service solutions allowing the Department's mission-focused staff to shift from low value work to dedicate their time to high value, mission-related business. In the next 12 – 18 months, ES will continue to facilitate a continuous feedback loop between us and our customers to yield service delivery improvements and solution offerings. ES successfully concluded the Discovery Phase of Talent Acquisition and has begun the Design phase of an end-to-end Talent Acquisition Managed Services solution for the Department of Commerce – either Software as a Service (SaaS) or Hiring as a Service (HaaS), depending on the Bureau's participation decision.

Chief Information Officer

Continue to prioritize efforts to strengthen our cybersecurity posture by implementing improvements across all Risk Management Assessment (RMA) and Cyber Security Cross Agency Priority (CyberCAP) metrics. DOC maintained an overall score of "Managing Risk" on its RMA throughout FY 2020.

The Grants Enterprise Management System (GEMS) will transition the legacy Grants Online (GOL) system in into a modular solution designed for performance, security, maintainability and agility across the end-to-end grants management value chain.

Analysis of Performance Indicators

Enterprise Services

Enterprise Services (ES) progressive approach to performance indicator analysis is innovative in the federal government's shared services marketplace. In addition to the quantifiable measures used on a weekly basis to evaluate the overall performance, ES distributes a Customer Snapshot prepared for each DOC customer bureau receiving services. The Customer Snapshot compiles personnel action requests (PAR), payroll and benefits processing metrics at the bureau level for each pay period into one comprehensive report. The data captured reflects metrics from the prior pay period and allows the customer bureau insight into any trends, discrepancies or opportunities for improvement.

Chief Information Officer

- FITARA: The Federal Information Technology Acquisition Reform Act (FITARA), enacted in December 2014, imposes Federal transparency and accountability requirements related to how IT is planned and implemented in the Federal government. Implementing FITARA provides Commerce with a great opportunity to shape how IT is planned, acquired, and deployed across the department. FITARA performance is

evaluated and rated twice a year, with each agency being assigned a cumulative grade of “A” through “F” based on factors and critical priorities across the federal government; the following factors were graded in FY 2020.

- Federal Information Technology Acquisition Reform provisions (FITARA)
 - Making Electronic Government Accountable by Yielding Tangible Efficiencies Act of 2016 (MEGABYTE)
 - Modernizing Government Technology (MGT) Act
 - Federal Information Security Modernization Act of 2014 (FISMA)
- Cybersecurity: The Department has prioritized efforts to strengthen its cybersecurity posture by implementing improvements across all Risk Management Assessment (RMA) and Cyber Security Cross Agency Priority (CyberCAP) metrics. DOC maintained an overall score of “Managing Risk” on its RMA throughout FY 2020, which was last received on the Q3 FY 2020 FISMA Report. In terms of CyberCAP performance, the Department has met 2 of the 10 CyberCAP targets, which were identified in Q3 FY 2020. The Department continues to deploy and mature enterprise initiatives and collaborate with its bureaus to meet the remaining RMA and CyberCAP metrics.

Explanation of Trends

Human Resources

In FY 2020, OHRM exceeded or met most of its targets except the following two metrics:

- Candidate Quality: Approximately 60% of managers provided a rating of 8 or higher on a scale of 1 - 10 to the question "Applicants referred had the skills to perform the job" in OPM's Hiring Manager Survey, 10 percentage points below the target. Specifically, CENSUS, EDA, NIST, NTIA, NOAA, and OS did not meet the Candidate Quality target.
- Hiring Timeline: In FY 2020, the Commerce average for steps 1-10 in the hiring timeline for delegated examining and merit hiring actions was 97 days, 32 days over the OPM standard of 65 days. The 32 days beyond the target of 65 days can mostly be attributed to exceeding the “step” standard (on average) in the following steps:
 - Step 3: HR finalizes Job Opportunity Announcement (JOA) and posts to USAJOBS website (over by 8 days from OPM standard)
 - Step 4: JOA is open and receive applications (over by 12 days from OPM standard)
 - Step 7: Review applications and interview (over by 3 days from OPM standard)
 - Step 8: Tentative job offer and acceptance period (over by 6 days from OPM standard)
 - Step 10: Official offer and acceptance period (over by 5 days from OPM standard)
- Veteran Hiring: Due to the COVID-19 pandemic, the Department was limited in its ability to effectively conduct corporate strategic outreach and recruitment of veterans into our workforce. In addition, there were a number of bureau Selective Placement Program Coordinators (individuals who assist veterans with employment) that departed without immediate backfills, resulting in periods of less focused hiring of veterans and to allot time for training by the Veteran Employment Program Manager. Additionally, veterans hiring across the entire Federal Government was impacted by the pandemic, even resulting in DoD's veteran hiring numbers being down this year.

Enterprise Services

Enterprise Services (ES) met or exceeded its targets as projected for the metrics identified for Acquisitions (ACQ) and (IT) Managed Print Services. Based on actuals to date and the adjustment of FY 2021 spending trends to account for absence of the Census Decennial spend ES Acquisitions was able to project an increase of 20%-26% for the FY 2021 and FY 2022 cost avoidance targets compared to the target of \$50M set for FY 2019/FY 2020. However, a basis for projecting any higher cost avoidance targets than those is not supported in current spend data and

forecast. As a result, ES will update the FY 2021 target to track with **\$60M** and the FY 2022 target to track with **\$63M**. Managed Print Services, FY 2020 actual of 95% (status exceeded) Managed Print Service Calls at Commerce Headquarters Answered in One Hour or Less. Normal Priority Personnel Action Requests, FY 2020 actual of 80% did not meet the target of 98%. Although the current service provider for HR Personnel Action Requests (PAR) did not meet the service level agreement on PAR accuracy, they have made a lot of progress over the last several months by introducing additional training, automation, and additional oversight and accountability of the staff performing the work. In fact, while the actual does not meet the agreed upon SLA of 98%, there has been gradual PAR accuracy increase of 14% over the last four pay periods (PP19-PP22).

Chief Information Officer

FITARA: Both Software Licensing (MEGABYTE) and the Data Center Optimization Initiative (DCOI) FITARA score improvements led to the Department achieving an overall FITATA score of a B+, up from a C+ in previous years.

- Software Licensing (MEGABYTE), the Office of the CIO launched an “A” by May campaign to improve its score from an “F” and to satisfy the Secretary of Commerce’s last two remaining GAO Software Licensing requirements.
- The Data Center Optimization Initiative (DCOI) was the second “A” achieved during this recent scoring period. After receiving an “F” on the December 2019 scorecard, the Office of the Chief Information Officer hosted several meetings with GAO to gain an understanding of the complex scoring in this category and address issues resulting in our low score.

Through these efforts Commerce either met or exceeded the required metrics to date, closing a total of 38 data centers and saving \$518M. As a result, Commerce received an “A” in both categories.

Cybersecurity: Steady progress is trending in cybersecurity. The latest trends are below.

- RMA: The Risk Management Assessment (RMA) measures progress in four areas: (1) Identify; (2) Protect; (3) Detect; and (4) Respond and (5) Recover. DOC met 22 of 38 RMA metrics which resulted in an overall score of “*Managing Risk*.”
- Cybersecurity Cross Agency Priority (CAP Goal. The Cybersecurity CAP goal measures progress in the areas of Information Security, Continuous Monitoring, Identity and Credential Access Management and Advanced Network and Data Protections. DOC met 3 of 10 CAP Goals.

Explanation of Targets for FY 2021 and FY 2022

Human Resources

- Employee Engagement Index (EEI): The Department’s FY 2021 target remained the same at 73% and increased to 74% for FY 2022 due to the overall Government-wide effort for FY 2020 to increase the bottom 20% EEI scores of the lower level units by 20%.
- New Inclusion Quotient (New IQ) Index: In order to streamline the FEVS core items and add COVID-19 related questions, OPM decided to exclude some questions in the 2020 FEVS administration, including some used to calculate the New IQ index. Therefore, 2020 FEVS New IQ scores will not be available in 2020, based on guidance as of now. Whether OPM will leave them off in 2021 and 2022 is still TBD, therefore we would like to request to discontinue it as a tracking metric for APPR.
- Disability Hires: Due to new tracking and reporting requirements by the Equal Employment Opportunity Commission, Commerce started tracking people with disabilities and targeted disabilities onboard by grade clusters instead of disability hires in the HRstat quarterly reviews

beginning in FY 2020. Therefore, we would like to remove disability hires as an indicator for future reporting and have added metrics for people with disabilities and targeted disabilities onboard by grade cluster

- Veteran Hires: The FY 2021 target is 20.3% and the 2022 target is TBD at this time. Annual targets for Commerce are based upon the previous year's average for the group of agencies with populations of 40,000 to 80,000, as established by the President's Council on Veteran Employment. Since averages are determined based on previous year's actual hiring rate, the FY 2021 target was preliminarily established at 20.3%.
- Hiring Timeline, MCO Staffing Targets, and Permanent Attrition: Future targets for these metrics will remain the same at this time.

Enterprise Services

Human Resources, Normal Priority Personnel Action Requests, the FY 2021 and FY 2022 projected targets for timeliness remain constant at 98%. Acquisitions Request-to-Award Acquisition Transactions Completed in 120 days or Less, FY 2021 and FY 2022 targets also remain constant at 95% for both fiscal years. The Information Technology metric, Managed Print Service Calls at Commerce Headquarters Answered in One Hour or Less, FY 2021 and FY 2022 targets will remain at 95% for both fiscal years.

Chief Information Officer

FITARA Biannual Scorecard: The Department achieved the FY 2020 target of an overall grade of B+. Based on the recent Committee on Oversight and Reform of the U.S. House of Representatives' Subcommittee's biannual Federal Information Technology Acquisition Reform Act (FITARA) hearing, recommendations from committee members and GAO have not been approved, so the FY 2021 target is TBD at this time.

Cybersecurity Targets:

- Risk Management Assessment: The Department achieved the FY 2020 target of "Managing Risk". Based on scorecard adjustments that may be made by OMB and DHS, some criteria may change in FY 2021 and FY 2022.
- Cybersecurity Cross Agency Priority Goal (Cyber CAP): Based on adjustments that may be made by OMB, some criteria may change in FY 2021 and FY 2022.

Progression of Performance Indicators

Human Resources

The Department tracks performance indicators quarterly through the Commerce HRstat Report, which is presented to the Chief Human Capital Officer (CHCO), Deputy CHCO, and Principal HR Managers for management awareness and decision-making. Additionally, HRstat reports and FEVS data is used by the Commerce Evaluation/Audit Team when conducting delegated examining and/or Human Capital Framework audits within Commerce bureaus.

As the organizational needs evolve and reporting requirements are updated, the metrics tracked in HRstat reviews and other internal reporting are updated as well. In FY 2020, Commerce started tracking people with disabilities and targeted disabilities onboard by grade cluster in the quarterly HRstat reviews instead of the disability hires. This was based on new tracking and reporting requirements by the Equal Employment Opportunity Commission. The New IQ Index from the FEVS results, will also not be available in 2020, based on current OPM guidance, and availability in the 2021 and 2022 FEVS administration is unknown at this time.

Enterprise Services

Enterprise Services (ES) continues to evolve in the identification and continuous improvement of performance indicators. In addition to the recently updated Customer Snapshot previously mentioned, last year, ES refreshed the annual customer survey to better align with new guidance issued in the OMB Circular A-11, Section 280 for Customer Experience. Incident surveys, customer insight, bureau implementation team (BIT) and customer quarterly meetings with DOC customer bureaus allow ES to receive timely performance feedback and provide frequent updates. Many of these customer touchpoints lead to recommended process or technology changes steered to the ES Change Control Board for review, and often approval. Once approved, ES vendor partners add the requests to scheduled portal enhancements enabling customer feedback to drive improvements in their experience.

Chief Information Officer

FITARA: The performance indicators are developed by GAO and Commerce performance based on the GAO requirements.

Cybersecurity: The Department tracks performance indicators quarterly through the CyberScope, a DHS hosted application. The indicators are developed and managed by DHS, GAO, and OMB.

Performance Data Validation and Verification

Human Resources

To lead the HRstat Report and Workforce Assessment Dashboard work in coordination with Deloitte, a Data Analyst was hired in OS/OHRM that will also conduct a deeper dive of the organizational data and advise management on focus/improvement areas (i.e. unmet targets). Additionally, a Workforce and Succession Planner was hired to lead the Departmental efforts in that area. The two new position resources along with the contractor help will aim to improve the way we use data across the Department.

Enterprise Services

ES meets weekly with vendor partners to review and validate performance data as well as to discuss risk mitigation. Monthly dashboards are distributed to the ES leadership team and meetings are held to analyze the data, identify trends and recommend corrections as needed. Both quantitative and qualitative (customer comments and observations) performance data is verified and validated. The Service Management function of ES provides federal government oversight of this process and provides DOC performance audits as requested.

Chief Information Officer

FITARA: Performance is evaluated and verified through GAO audits and through the work of a dedicated DOC FITARA program manager who oversees and monitors the implementation of FITARA on behalf of the DOC CIO. The DOC FITARA program manager who also serves as the DOC Software License Program Manager, put together a cross-functional working group called the DOC Enterprise Software Asset Management (eSAM) Working Group. The group was chartered to build a coalition to tackle MEGABYTE challenges head-on and explore opportunities to address weaknesses and implement a strategy forward. The group is comprised of Bureau CIOs appointed Bureau Software Managers (BSMs) and representatives of IT Security, Office of Acquisition Management experts, Contract Officer Representatives (COR), IT policy and governance staff, and purchase card holders.

Cybersecurity: DOC evaluates progress towards meeting metrics by working with Bureaus by completing assessments on an annual basis. The DOC CISO reports progress to OMB and DHS through quarterly reporting. Progress is also reported to GAO and Congress annually using the Annual FISMA metrics.

This work is further evaluated annually by the DOC Office of Inspector General (OIG). The OIG reports their findings to the Secretary of Commerce using the Top Management Challenges report and to OMB and DHS through the Annual OIG FISMA Metrics.

DETAILED INDICATOR PLANS AND PERFORMANCE

Class	Strategic Objective	Performance Indicator	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2020 Target	FY 2021 Target	FY 2022 Target
Current / Recurring	5.1	Score on the Employee Engagement Index of the Federal Employee Viewpoint Survey	69%	71%	71%	73%	76%	≥ 73%	≥ 73%	≥ 74%
Current / Recurring	5.1	Percent of high-volume processes with customer feedback elements	100%	100%	100%	100%	100%	100%	100%	100%
Current / Recurring	5.1	Number of repeat significant deficiencies and / or material weaknesses remaining within one year of determination	1	2	1	1	1	1	1	1
Current / Recurring	5.1	Audit opinion score	1	1	1	1	1	1	1	1
Current / Recurring	5.1	For each administrative / business system, score for maintaining compliance and alignment with OMB initiatives	1	1	1	1	1	1	1	1
Current / Recurring	5.1	Gov-wide Mission-Critical Occupation Staffing (average absolute % deviation of five MCO onboard populations from their targets)	±8%	±9%	±9%	±3%	±3%	within ± 5%	within ± 5%	within ± 5%
Current / Recurring	5.1	Permanent attrition (rate of permanent employees that intentionally separated without agency incentive or action)	7%	7%	5%	5%	5%	≤ 7%	≤ 7%	≤ 7%
Current / Recurring	5.1	Hiring Timeline (Average number of calendar days to hire via USAJOBS (from the submission of a complete SF-52 package to the official job offer and acceptance)	101	89	92	105	97	≤ 65	≤ 65	≤ 65
Current / Recurring	5.1	Candidate quality (Percentage of managers saying referred applicants had skills to perform the job)	62%	54%	57%	60%	60%	≥ 70%	≥ 70%	≥ 70%
Current / Recurring	5.1	Veteran Hires (Percentage of new hires that are veterans)	13.9%	10.2%	13.9%	13.3%	13.70%	≥ 22.7%	≥ 20.3%	TBD
New	5.1	People with disabilities onboard (permanent GS 1-10 or equivalent employees)	---	---	---	---	20%	≥ 12%	≥ 12%	≥ 12%
New	5.1	People with disabilities onboard (permanent GS 11 and above or equivalent employees)	---	---	---	---	12%	≥ 12%	≥ 12%	≥ 12%
New	5.1	People with targeted disabilities onboard (permanent GS 1-10 or equivalent employees)	---	---	---	---	3%	≥ 2%	≥ 2%	≥ 2%
New	5.1	People with targeted disabilities onboard (permanent GS 11 and above or equivalent employees)	---	---	---	---	2%	≥ 2%	≥ 2%	≥ 2%
Current / Recurring	5.1	Percentage of performance targets met	85%	88%	83%	88%	82%	75%	75%	75%
Current / Recurring	5.2	Cyber security Cross-Agency Priority Goal average for the Department	85%	100%	100%	100%	30%	95%	80%	80%
Current / Recurring	5.2	Continuous Monitoring	96%	96%	90%	96%	100%	95%	95%	95%
		Reflects 2020 Targets - subject to change		Exceeded			Met			Not Met

Class	Strategic Objective	Performance Indicator	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2020 Target	FY 2021 Target	FY 2022 Target
Current / Recurring	5.2	Strong Authentication	88%	93%	93%	95%	88%	92%	100%	100%
Current / Recurring	5.2	Trusted Internet Connection Consolidation	100%	100%	100%	100%	100%	100%	100%	100%
Current / Recurring	5.2	Trusted Internet Connection Capabilities	85%	98%	98%	100%	100%	100%	100%	100%
Current / Recurring	5.2	Security Compliance Reviews	18	18	18	3	39	20	20	20
Current / Recurring	5.3	Percentage awarded using high-risk contracting authorities	47%	47%	47%	24%	20%	47%	47%	47%
Current / Recurring	5.3	Savings achieved through more effective business practices (millions)	25	36	49	85	87	50	63	63
New	5.3	Normal Priority Personnel Action requests completed on time			97%	92%	97%	98%	98%	98%
New	5.3	Request to Award Acquisition Transactions completed in 120 days or less			100%	100%	100%	100%	95%	95%
New	5.3	Managed Print Service Calls at Commerce Headquarters answered in one half hour or less			100%	98%	95%	95%	95%	95%
Discontinued	5.1	Score on the New Inclusion Quotient Index of the Federal Employee View point Survey	63%	66%	66%	67%	Disc.	Disc.	Disc.	Disc.
Discontinued	5.1	Disability Hires (Percentage of new hires that have a disability)	15.1%	21.9%	24.6%	27.1%	Disc.	Disc.	Disc.	Disc.
Discontinued	5.2	Cost / Schedule Overruns	20%	20%	20%	20%	TBD	76%	Disc.	Disc.
		Reflects 2020 Targets - subject to change		Exceeded			Met			Not Met