

of the Office of Inspector General (OIG) under the Inspector General Act of 1978, as amended, or under Secretary's Order 2-90 (January 31, 1990).

(8) All references in Secretary's Order 2-2003 to "Secretary's Order 1-2000" are amended to refer to this Order.

4. The Chief Information Officer

As outlined above, Section 5125 of the Clinger-Cohen Act (40 U.S.C. 11315) established the position of Chief Information Officer. The DOL CIO reports directly to the Secretary and Deputy Secretary, has IRM duties as his or her primary duty and performs the responsibilities set forth in paragraphs 5 and 6 of this Order.

5. Delegation of Authorities and Assignment of Responsibilities

a. The CIO will have the following duties, which are assigned to the CIO by Section 3506(a) of the PRA [44 U.S.C. 3506(a)] and related OMB guidance:

(1) Ensure compliance by all DOL agencies with the prompt, efficient, and effective implementation of Information Resources Management responsibilities.

(2) Ensure compliance by all DOL agencies with the prompt, efficient, and effective reduction of information collection burdens on the public.

b. The CIO will have the following duties, which are assigned to the CIO by Sections 5125(b)-(c) of the Clinger-Cohen Act [40 U.S.C. 11315(b)-(c)] and related OMB guidance:

(1) Provide advice and other assistance to the Secretary of Labor and other senior management personnel of DOL to ensure that IT is acquired and information resources are managed effectively and efficiently.

(2) Develop, facilitate, and maintain the implementation of the enterprise architecture for DOL.

(3) Promote the effective and efficient design and operation of all major IRM processes for DOL, including improvements to work processes of the Department.

(4) Monitor and evaluate the performance of IT programs of DOL based on applicable performance measurements, and advise the Secretary of Labor and MRB regarding whether to continue, modify, or terminate a program or project.

(5) Annually, in consultation with DOL agencies and as part of the strategic planning and performance evaluation process, assess the requirements established for DOL personnel regarding knowledge and skill in IRM, develop plans for hiring and training aimed at meeting those requirements (consistent with the requirements of Section 209(b) of the E-Government Act—see Sections

5(c)(3) and 6(c)(7) of this Order), and report to the Secretary of Labor on the progress made in improving IRM capability.

c. The CIO will have the following duties, which are assigned to the CIO in accordance with the E-Government Act of 2002:

(1) Serve as a member of the executive branch Chief Information Officers Council, participate in its functions, and monitor the Department's implementation of information technology standards promulgated by the Secretary of Commerce.

(2) Serve as a representative to the Interagency Committee on Government Information established under Section 207(c) of the E-Government Act.

(3) Subject to the authority, direction, and control of the Secretary of Labor, and as outlined in Section 6(c)(7) of this Order, carry out all powers, functions, and duties of the Secretary with respect to implementation of the training requirements in Section 209(b) of the E-Government Act.

d. The CIO will perform any additional duties which are assigned to the CIO by applicable law, including OMB regulations and circulars.

6. Assignment of Additional Responsibilities to CIO

a. Subject to the Reservation of Authority in paragraph 19 of this Order, the CIO will have the following duties which are assigned by the PRA, Electronic Freedom of Information Act, and related legislation and OMB guidance to the Secretary and are hereby delegated to the CIO:

(1) Establish a process, sufficiently independent of DOL program agencies, to evaluate whether proposed collections of information should be approved under the PRA. The independent evaluation will:

(a) Consistent with Secretary's Order 3-2002 (Policy Planning Board) and other Administration or Department policies and procedures, review the need, function, plan, and burden of each information collection;

(b) Ensure that each information collection is inventoried, displays a control number, and discloses all necessary information, as described at 44 U.S.C. 3506(c)(1)(B); and

(c) Assess the information collection impact of proposed legislation affecting DOL.

(2) Coordinate with DOL agencies to ensure that proposed collections of information covered by Section 3506(c)(2)(A) of the PRA [44 U.S.C. 3506(c)(2)(A)] are published in the **Federal Register** in order to solicit comments from members of the public

and affected agencies with regard to each collection, to:

(a) Evaluate whether the proposed collection of information is necessary and has practical utility;

(b) Evaluate the accuracy of the DOL program agency's burden estimate;

(c) Enhance the quality, utility, and clarity of the information collected; and

(d) Minimize the burden of the collection of information.

(3) Coordinate with DOL agencies to ensure that they provide notice and an opportunity to comment specifically on any collections of information contained within notices of proposed rule making published in the **Federal Register**.

(4) Certify and provide supporting documentation, for each collection of information submitted to OMB for review under 44 U.S.C. 3507, that the DOL program agency has fully complied with all PRA provisions, as described at 44 U.S.C. 3506(c)(3).

(5) Coordinate with DOL agencies to prepare and maintain the following, as required by the PRA and E-FOIA: An annual inventory of the DOL's major information systems (see 44 U.S.C. 3505(c)); a description of the DOL's major information and record locator systems; and a handbook for obtaining various types and categories of public information pursuant to the PRA and E-FOIA.

(6) Consistent with the Department's Information Quality Guidelines, which are designed to implement Section 515 of H.R. 5658 (the Treasury and General Government Appropriations Act, 2001), as incorporated into the Consolidated Appropriations Act, 2001 (see Section 1(a)(3) of Pub. L. 106-554) and implementing OMB guidelines:

(a) Maintain a leadership role in overseeing the implementation of the Department's guidelines and in providing guidance to the agencies on information quality matters.

(b) Coordinate, as appropriate, with other Federal organizations on cross-agency information quality issues; and

(c) Be responsible for the Department's annual Data Quality report to the Director of OMB beginning January 1, 2004. The report will:

(i) include the number and nature of complaints received by the Department regarding the accuracy of information disseminated by the Department;

(ii) indicate how such complaints were handled by the Department; and

(iii) indicate the number of administrative appeals.

b. Subject to the Reservation of Authority in paragraph 19 of this Order, the CIO will have the following duties, which are assigned by the Clinger-Cohen Act and related OMB guidance to