

Charter of the Interagency Council on Statistical Policy

Subcommittee on Statistical Official Roles and Responsibilities

1. Establishment

The [Interagency Council on Statistical Policy \(ICSP\)](#) establishes this Subcommittee on Statistical Official Roles and Responsibilities Subcommittee (S-SORR) to develop, coordinate, support, and communicate policy, techniques, and procedures related to the role of the Statistical Official (SO).

2. Background

The ICSP consists of the heads of statistical agencies and units recognized by the Office of Management and Budget (OMB), and 24 designated SOs who represent each of the 24 Chief Financial Officers Act of 1990 (CFO Act) agencies.¹ Each of the 24 CFO Act agencies has designated a senior agency official to be the agency's SO with the authority and responsibility to advise on statistical policy, techniques, and procedures, and to champion statistical data quality and confidentiality. The head of an OMB-recognized statistical agency or unit (RSAU) has been designated the agency SO, as required by the Evidence Act.²

The designations, qualifications, and responsibilities of SOs are described at a high level in the Evidence Act, requiring the heads of agencies to designate "any senior agency official with appropriate expertise, as a statistical official to advise on statistical policy, techniques, and procedures."³ OMB Memorandum M-19-23 provides further refinement of the SO's responsibilities.⁴

Despite the statutory direction and policy guidance that describe the roles and responsibilities of SOs, the ICSP recognizes that the details of the position remain somewhat vague. As a result, many SOs and their agencies have experienced ambiguity in operationalizing the position. Recognizing the need to support SOs across the government in closing this gap, the ICSP proposed establishing the S-SORR.

3. Purposes

The purposes of the S-SORR are to:

- a. further define the roles and responsibilities of SOs and support new and existing SOs in understanding these roles and responsibilities;
- b. identify the support and resources needed to fulfill the roles and responsibilities of SOs; and to
- c. support efforts of SOs to communicate those roles and responsibilities, as well as the necessary supports and resources needed to fulfill such roles and responsibilities, to senior agency or sub-agency officials.

¹ [Paperwork Reduction Act of 1995 \(PRA\)](#); [Foundations of Evidence-Based Policymaking Act of 2018 \(Evidence Act\)](#); [Chief Financial Officers Act](#)

² For those CFO act agencies with more than one recognized statistical agency or unit.

³ 5 U.S.C. 314(a); <https://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title5-section314&num=0&edition=prelim>

⁴ [Phase 1 Implementation of the Foundations for Evidence-Based Policymaking Act of 2018: Learning Agendas, Personnel, and Planning Guidance \(M-19-23\)](#)

4. Objectives

To achieve the Purposes of the S-SORR over the life of the subcommittee (see Section 7), the following six initial objectives are adopted:

- a. In consultation with the ICSP, a learning agenda is established and updated to scope the needs to be addressed annually or as needed.
- b. An annual work plan that describes specific outcomes to be achieved by S-SORR, and products and activities required to achieve those outcomes.
- c. A “best practices playbook” on the role of the SO in federal agencies, addressing needs across agency SOs with both RSAU and non-RSAU agencies, is developed.
- d. The best practices playbook supports SOs in defining resourcing requirements for fulfilling the role and to help inform annual budget processes.
- e. An initial, carefully curated, and user-centered training agenda for new SOs and an annual continuing education agenda for existing SOs is developed.
- f. Annual engagement with ICSP membership and other relevant customers before the end of each calendar year to (1) assess the utility of the S-SORR to the ICSP members; (2) determine the continuing need of the S-SORR; and (3) evaluate the Objectives of the S-SORR and inform the coming year’s work plan (as needed).

5. Functions of the Subcommittee

In furtherance of the Objectives and Purpose herein, the S-SORR will:

- a. meet monthly to determine and delegate the actions required to achieve the outcomes defined in the work plan;
- b. establish plans for work and learning that describe the needs being addressed and outputs and activities that will fulfill those needs;
- c. update the ICSP about the progress of objectives and work plan, at least quarterly;
- d. with input from the ICSP, identify opportunities and coordinate with relevant Evidence Act Councils, i.e., the Chief Data Officers Council, Evaluation Officers Council, and the Federal Privacy Council;
- e. on an annual basis, revisit the details of the Charter and the composition of the S-SORR, within the guidance of sections 6 and 7, below;
- f. advise the Chief Statistician of the United States and the ICSP Executive Committee on any governance or operational needs that arise in furtherance of the Purpose and Objectives established herein.

6. Composition

- a. Co-Chairs—The Subcommittee will be co-chaired by one ICSP member who is the SO from a CFO Act agency without an RSAU, and by one S.O. from a CFO Act agency with an RSAU.
- b. Membership—Subcommittee members will be volunteers from the ICSP for their agencies, i.e., SOs from RSAUs, SOs from CFO Act agencies, or representatives of SOs.
- c. Staff leads from the Office of the Chief Statistician of the United States (OCSOTUS)—At least one staff lead from OCSOTUS will participate in the Subcommittee.

7. Duration

The S-SORR will be sunset three years following the date of this charter unless an evaluation of its effectiveness, efficiency, and equities indicates the need for the Subcommittee's continuation. In determining whether the S-SORR should be extended beyond the three year term, the S-SORR will engage with ICSP membership, and other relevant customers, before the end of the three year period to (1) assess the utility of the S-SORR to the ICSP members; (2) determine the continuing need of the S-SORR; and (3) evaluate the Objectives of the S-SORR and inform the coming year's work plan (as needed).

8. Amendments and Revisions to this Charter

The activities of the S-SORR are expected to evolve over time. This Charter may be periodically updated to reflect those changes in activities. Amendments and revisions to this charter must be approved by the ICSP.

9. Approval

Title	Name	Digital Signature
ICSP Chair	Karin Orvis	
Subcommittee Co-Chair	Jacob Malcom	
Subcommittee Co-Chair	William Wiatrowski	

This charter is effective as of the date approved by the full ICSP council and remains in effect until modified or rescinded.

10. Revision history

Version 1 of *Charter of the Interagency Council on Statistical Policy Subcommittee on Statistical Official Roles and Responsibilities* approved by the full ICSP and adopted on 2024-02-07.