




June 29, 2020

**MEMORANDUM FOR** Jeffrey G. Hall  
Director  
Technology Transformation & Data Services  
Technology Services & Innovation

**FROM:** Diane Farrell   
Acting Deputy Undersecretary of Commerce for International Trade  
International Trade Administration  
U. S. Department of Commerce

**SUBJECT:** Appointment as the Chief Data Officer for the International Trade Administration

In accordance with the Foundations for Evidence-Based Policymaking Act of 2018 (Evidence Act) and associated Office of Management and Budget (OMB) guidance (M-19-23), and in support of the President's Management Agenda's strategic goal of Leveraging Data as a Strategic Asset, you are hereby appointed as the Chief Data Officer for the International Trade Administration (ITA) and as the standing representative of the ITA to the Commerce Data Governance Board (CDGB). This appointment is in addition to your classified position and does not change your official assignment or supervisor.

On January 14, 2019, the President signed into law The Evidence Act. The Evidence Act requires the head of each agency to establish an agency Data Governance Body, to be chaired by the Chief Data Officer, with participation from relevant senior-level staff in agency business units, data functions, and financial management. On July 10, 2019, OMB issued Memorandum M-19-23, outlining the implementation actions that Agencies must take and recommending the Bureaus and components take similar actions and make similar appointments.

The CDGB was established and first met in September 2019. It is the Department's data governance and coordination body, and is chaired by the Commerce Chief Data Officer, with representatives from all Bureaus. The CDGB Terms of Reference were approved by its members in December 2019, and the body meets monthly to coordinate the management of Commerce data as an asset.

cc: Commerce Data Governance Board  
Chief Data Officer, Department of Commerce  
Christine Helfin, Evaluation Officer, Department of Commerce  
Mary Bohman, Statistical Official, Department of Commerce  
Dale Tasharski, Deputy Director General of the U.S. and Foreign Commercial Service  
Anne Driscoll, Deputy Assistant Secretary for Industry and Analysis  
Christian Marsh, Deputy Assistant Secretary for Enforcement and Compliance  
Rona Bunn, Chief Information Officer, International Trade Administration  
Marcus Points, Acting Chief Financial and Administrative Officer, International Trade Administration

