



United States
Department of
Agriculture

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Office of the Chief
Information Officer

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Washington, DC
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TO: All Service Center Agency Employees

FROM: Gilbert G. Gonzalez
Acting Under Secretary
Rural Development

James R. Little
Administrator
Farm Service Agency

Bruce I. Knight
Chief
Natural Resources Conservation Service

Scott Charbo
Chief Information Officer

SUBJECT: Service Center Agencies IT Convergence

As you are aware, the U.S. Department of Agriculture (USDA) is involved in an extensive IT Convergence effort throughout the Farm Service Agency, Natural Resources Conservation Service, and Rural Development. Preparation for the Convergence is well underway. The transfer of work to this new IT infrastructure organization under the leadership of the Office of the Chief Information Officer is approved to be processed as a transfer of function (TOF), as identified in pertinent federal regulations. To that end, employees will be transferred to positions in the new organization based on their position duties as they pertain to the area of IT infrastructure. The purpose of this memorandum is to reiterate management's commitment to the following:

- Every employee who is eligible to transfer will transfer
- Employees will be transferred to the new organization based on their position duties
- Employees will be placed in the new organization into positions with the same pay, grade, promotion potential and duty station
- Reduction in Force will not take place in conjunction with this transfer of function
- Employees who perform IT infrastructure work and are not eligible for transfer to the new organization will be assigned other non-IT infrastructure work consistent with their qualifications, at the same pay, grade, promotion potential and duty station.

The website for information regarding the SCA-IT Convergence may be accessed via the homepage of each Service Center Agency or at www.itconv.usda.gov/itconv

It is our goal, and that of USDA's senior leadership that this IT Convergence will be successful for customers and employees. Updated information is provided on USDA's home page, by typing in the following URL: www.ITCONV.usda.gov/itconv. For more specific information or for questions regarding this IT Convergence, please feel free to contact your servicing Human Resource Office.

cc: James R. Moseley, Deputy Secretary, USDA
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Thomas Dorr, Senior Advisor to the Secretary, USDA
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