

APHIS CBP Task Force Action Plans

Action Plan	Tasks	Time Frame
Structure and Leadership	➤ Create a comprehensive GS0401 Agriculturalist career ladder	Completed
	➤ Develop a CBP Agricultural Specialist recruitment strategy	Completed
	➤ Evaluate the agricultural management support structure and responsibilities within the field offices and ports of entry; resource allocation model is close to completion (July 2009)	FY 2009
	➤ Develop positions for CBP representation at national, regional and State USDA offices	National position starts August 2009, State and Regional will follow as need and funding permit
	➤ Develop an effective recruitment and retention plan for Agricultural Specialists	FY 2009
	➤ Create PPQ liaison to CBP	Completed (November 2009)
Outreach and Communication	➤ Third Agriculture Stakeholder Conference sponsored by the JATF	FY 2010
	➤ DFOs and select PDs invite SPRO and SPHD or their representatives to view local agriculture operations in a collegial mode, not as part of a formal review process	Completed
	➤ DFOs seek out and send representatives to meetings, conferences, or other events sponsored by pertinent stakeholder entities. Guidance to be provided by USDA	Ongoing
	➤ Create protocol for annual communications plan and disseminate to Joint Agency Task Force (collaboration website, monthly pest reports, etc.)	Ongoing
	➤ Consider joint media strategies for public outreach on pest exclusion	FY 2010
Joint Agency Planning	➤ Develop annual planning calendar	Completed
	➤ Establish internet/intranet sites for posting joint plans	Completed
	➤ Convene a joint strategic and operational planning meeting	Operational plan nearly complete; strategic planning to follow by

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		March 2010
	<ul style="list-style-type: none"> ➤ Pilot communication “platform” including annual planning calendar accessible by both agencies and stakeholders. (Collaboration website) 	Completed
Performance Measures	<ul style="list-style-type: none"> ➤ Develop & implement joint performance measures ➤ Develop additional performance measures (identifier and cargo) 	<ul style="list-style-type: none"> ➤ Completed ➤ By FY 2011
Emergency Response	<ul style="list-style-type: none"> ➤ Joint Agency identification/classification of agriculture-related emergency events and POE/domestic agriculture emergency response needs 	Completed
	<ul style="list-style-type: none"> ➤ Provide draft of training program to appropriate PPQ and CBP HQ personnel for comments and approval 	Completed
	<ul style="list-style-type: none"> ➤ Establish guidelines for POEs to maintain core agriculture inspectional functions during emergency responses 	Completed
	<ul style="list-style-type: none"> ➤ Approval of Emergency Response Plans 	July 2009
Information Management	<ul style="list-style-type: none"> ➤ Hold Joint Data Summits 	Completed
	<ul style="list-style-type: none"> ➤ Develop a plan for integration of systems for data collection and information sharing. (ARM is under development) 	Long term project
	<ul style="list-style-type: none"> ➤ Integrate with ACE, ITDS, and CERTS (pending resources) 	By FY 2012
Resources	<ul style="list-style-type: none"> ➤ Determine, by environment, the types/kinds/amounts of equipment and supplies for CBPAS-staffed Agriculture-Canine locations, and initiate plans to comply with standards as soon as possible, identifying locations with highest priority 	Completed
	<ul style="list-style-type: none"> ➤ Develop an effective and transparent financial management system to ensure accountability for AQI user fees and agriculture appropriated funds 	Completed
	<ul style="list-style-type: none"> ➤ Develop a joint comprehensive risk-based Resource Allocation staffing model to include calculations for the number of CBPAS & Supervisory CBPAS 	FY 2009
	<ul style="list-style-type: none"> ➤ Maintain purchases of necessary equipment and supplies for CBPAS staffed locations 	Ongoing

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	➤ Development of new AQI user fee strategies	FY 2011
Training	➤ Conduct a “Needs Analysis” with appropriate SMEs to identify agriculture operational knowledge gap at each group level within CBP agriculture management ranks	TBD
	➤ Conduct a level-3 evaluation on the Agriculture Procedure Training Modules for journeyman and new hire CBP Officers (funding is limiting factor)	TBD
	➤ Develop and implement a train-the-trainer training program on data collection for AQIM coordinators, including WADS definitions, risk assessments, statistical analysis and targeting training for port use	Ongoing
Regulatory Enforcement	➤ Re-activate joint CBP/APHIS Civil Penalties Action Team (CPAT)	Completed
	➤ Revise and finalize CPAT recommendations	FY 2009
Pest Identification	➤ Standardize monthly pest identification reports from APHIS	Completed
	➤ Develop and implement pest identification and detection liaison positions to support and coordinate training and discard authorities	Ongoing
	➤ Investigate the development of individual identifier performance elements for pest and disease interceptions in all pathways for the CBP Agriculture Specialist	FY 2009
	➤ Review the individual port needs for tours of duty and resources for plant pest identification to improve pest identification services	Ongoing
Operations	➤ Establish and maintain risk-based targeting schemes for select CBP air passenger operations	FY 2009
	➤ Implement Risk Analyst positions	Dependent upon funding
	➤ Develop concept of operations for agriculture jump team	FY 2009

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Quality Assurance	➤ Conduct 8 reviews yearly, including 1 pre-clearance operation	Ongoing
	➤ Conduct a 30 day and 180 day follow-up review to determine status of port compliance to taskings.	Ongoing
	➤ Conduct 1-2 follow-up visits to verify compliance to taskings.	Ongoing
	➤ Conduct review of PPQ Support activities (e.g. PIS, SITC, Pest Identification)	Ongoing
Canine	➤ Develop CBP Agricultural Specialist canine team staffing model	FY 2010
	➤ Strengthen efficiency and proficiency of existing canine teams	Ongoing