

APPENDIX V

COMPLETED ANNUAL PERFORMANCE GOALS

I. TRADE POLICY DEVELOPMENT

FY 1999

Annual Performance Goals

- a. Establish U.S. trade policy through the use of the interagency process to achieve the goals outlined in this plan under the Trade Policy, Negotiation, and Monitoring and Enforcement Initiatives.

Increase the quality of decision-making by:

- circulating decision documents with sufficient time to allow agencies to coordinate internally; and
- achieving consensus at the lowest practicable tier in the interagency process.

- b. Consult Congress (Appendix III) regularly on trade policy initiatives and submit required reports on time (Appendix VI).

Performance Indicator

- a. Successful performance under this goal will be defined as:
- the distribution to TPSC/TPRG agencies of at least 60 % of all decision papers 48 hours prior to the required clearance deadline or meeting; and
 - the resolution of 80 % of the total issues sent for interagency review at the TPSC or subcommittee level, with only a small percentage requiring attention by sub-Cabinet or Cabinet officials at the TPRG or the NSC/NEC level.
- b. These goals are self-defined.

Performance Verification

- a. A baseline was established in FY 1998 to identify how many TPSC/ TPRG documents circulate 48 hours before meetings. In FY 1999, the total number of circulated papers was 169 of which 71 (42 %) met the 48 hour criterion. Preparations for the Seattle Ministerial accounted for an increase in papers circulated and a decrease in clearance time for FY 1998. We have taken two steps. In FY 2000 and 2001 we chose a more realistic goal of 60%. We have also met with TPSC sub-committee heads to ensure that they take steps to meet the 60% goal. We are also exploring use of electronic interagency transmittal for non-classified documents. Of the total 132 issues considered at the TPSC level, there were 6-7 issues (5 %) that required higher level consideration. We met and exceeded this goal.

- b. A majority of the reports for which USTR is the lead agency or the sole responsible agency has been submitted within 10 days of the deadline date as established by Congress.

FY 2000

Annual Performance Goals

- a. Establish U.S. trade policy through the use of the interagency process to achieve the goals outlined in this plan under the Trade Policy, Negotiation, and Monitoring and Enforcement Initiatives.
- Increase the quality of decision-making by:
- circulating decision documents with sufficient time to allow agencies to coordinate internally; and
 - achieving consensus at the lowest practicable tier in the interagency process.
- b. Consult Congress (Appendix III) regularly on trade policy initiatives and submit required reports on time (Appendix VI).

Performance Indicator

- a. Successful performance under this goal will be defined as:
- the distribution to TPSC/TPRG agencies of at least 60 % of all decision papers 48 hours prior to the required clearance deadline or meeting; and
 - the resolution of 80 % of the total issues sent for interagency review at the TPSC or subcommittee level, with only a small percentage requiring attention by sub-Cabinet or Cabinet officials at the TPRG or the NSC/NEC level.
- b. These goals are self-defined.

Performance Verification

- a. A survey of USTR's interagency records was conducted at the end of the fiscal year, using the FY 1999 baselines as reference. In FY 2000, the total number of circulated papers was 178 of which 117 (66%) met the 48 hour criterion.
- b. A majority of the reports for which USTR is the lead agency or the sole responsible agency has been submitted within 10 days of the deadline date as required by Congress.

FY 2001

Annual Performance Goals

- a. Establish U.S. trade policy through the use of the interagency process to achieve the goals outlined in this plan under the Trade Policy, Negotiation, and Monitoring and Enforcement Initiatives.

Increase the quality of decision-making by:

- circulating decision documents with sufficient time to allow agencies to coordinate internally; and
- achieving consensus at the lowest practicable tier in the interagency process.

- b. Consult Congress (Appendix III) regularly on trade policy initiatives and submit required reports on time (Appendix VI).

Performance Indicator

- a. Successful performance under this goal will be defined as:
- the distribution to TPSC/TPRG agencies of at least 60 % of all decision papers 48 hours prior to the required clearance deadline or meeting; and
 - the resolution of 80 % of the total issues sent for interagency review at the TPSC or subcommittee level, with only a small percentage requiring attention by sub-Cabinet or Cabinet officials at the TPRG or the NSC/NEC level.
- b. These goals are self-defined.

Performance Verification

- a. USTR distributed a total of 223 papers interagency last year. Ninety-five percent of all decision papers were distributed 48 hours prior to the required clearance deadline.
- b. Of a total of 223 issues, only 5.3 percent required interagency review at the TPRG level. An additional 10 percent required NSC/NEC Deputies consideration.
- c. All reports listed in Appendix VI of the FY 2002 Performance Plan were submitted on time as required by Congress.

FY 2002

Annual Performance Goals

- a. Establish U.S. trade policy through the use of the interagency process to achieve the goals outlined in this plan under the Trade Policy, Negotiation, and Monitoring and Enforcement Initiatives.

Increase the quality of decision-making by:

- circulating decision documents with sufficient time to allow agencies to coordinate internally; and
 - achieving consensus at the lowest practicable tier in the interagency process.
- b. Consult Congress (Appendix III) regularly on trade policy initiatives and submit required reports on time (Appendix VI).
 - c. Create a baseline to measure participation at all levels in the interagency process of agencies representing civil society concerns. (New for FY 2002).
 - d. Design a questionnaire and obtain feedback from USTR and members of the interagency process on the timely distribution and clearance of documents, meeting attendance, participation in delegations, and responsiveness to tasking memos. (New for FY 2002).
 - e. Design a questionnaire to be used to survey members of the President's Advisory Committee for Trade Policy and Negotiations (ACTPN) to receive their comments and suggestions regarding the functioning of the committee. (New for FY 2002).

Performance Indicators

- a. Successful performance under this goal will be defined as:
 - the distribution to TPSC/TPRG agencies of at least 60 % of all decision papers 48 hours prior to the required clearance deadline or meeting; and
 - the resolution of 80 % of the total issues sent for interagency review at the TPSC or subcommittee level, with only a small percentage requiring attention by sub-Cabinet or Cabinet officials at the TPRG or the NSC/NEC level.
- b. These goals are self-defined.
- c. The goal is self-defined
- d. The goal is self-defined
- e. This goal is self-defined.

Performance Verification

- a. A survey of USTR's interagency records will be conducted at the end of the fiscal year, using the FY 2002 baselines as references.
- b. All reports for which USTR is the lead agency or the sole responsible agency will be submitted on time as required by Congress.
- b. USTR will create a baseline in FY 2002 to measure the participation of agencies representing civil society concerns. The baseline will be circulated to agencies in the TPSC.
- c. The questionnaire will be distributed to agencies. The results will be tallied and reported to agencies at the end of the fiscal year.

- d. The questionnaires will be analyzed, tallied and the relevant changes made to the committee's operation.