



JAN 3 2012

TO: Agency Regulatory Contacts

FROM: Michael Poe, Chief *Michael Poe*  
Legislative and Regulatory Staff

SUBJECT: Regulatory Review Cycle for 2012

As you know, Executive Order 12866 directs all Federal agencies to periodically provide the Office of Management and Budget's (OMB) Office of Information and Regulatory Affairs (OIRA) a listing of its planned regulatory actions, indicating those which the agency has determined to be significant as defined by the Executive Order. The list allows OIRA greater selectivity in reviewing regulations so that focus can be put on the more important (significant and economically significant) regulatory actions. The process also allows for the expeditious publication of those actions designated not significant because those actions do not require further OIRA review.

This memo provides the regulatory review cycles for 2011. We ask that you submit your planned rulemakings using the workplan format as follows: **February 6 (cycle 157); March 19; April 30; June 11; July 23; September 4; October 15; and November 26.**

We continue to encourage you to ensure that your cycle submissions include: sufficient background information, a cost statement, and your agency's recommended designation, so that your policy officials and OIRA can make an informed decision regarding the rulemaking classification. In addition, we remind you that a workplan must be submitted at each stage of a planned regulatory action.

We also want to remind agencies that workplans must be submitted in one package by the above dates in order to be processed for that cycle. OBPA will process workplans submitted out of cycle on a case-by-case basis.

Your continued effort to ensure that the rulemaking process at USDA is efficient and effective is appreciated.