

AGENCY NAME:	South Carolina Department of Agriculture		
AGENCY CODE:	P160	SECTION:	44

**Fiscal Year 2016-2017  
Accountability Report**

**SUBMISSION FORM**

<b>AGENCY MISSION</b>	To promote and nurture the growth and development of South Carolina's agriculture industry and its related businesses while assuring the safety and security of the buying public.
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<b>AGENCY VISION</b>	For the State's economy to grow and prosper, providing everyone, producers and consumers, opportunities to enjoy the benefits of agriculture.
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

<b>RESTRUCTURING RECOMMENDATIONS:</b>	<b>Yes</b>	<b>No</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
<b>PRIMARY CONTACT:</b>	Aaron Wood	803-734-2182	<a href="mailto:awood@scda.sc.gov">awood@scda.sc.gov</a>
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I have reviewed and approved the enclosed FY 2016-2017 Accountability Report, which is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR (SIGN AND DATE):</b>	
	<b>(TYPE OR PRINT NAME):</b> Hugh E. Weathers , South Carolina Commissioner of Agriculture

<b>BOARD/CMSN. CHAIR (SIGN AND DATE):</b>	N/A
	<b>(TYPE OR PRINT NAME):</b> N/A

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## AGENCY'S DISCUSSION AND ANALYSIS

The South Carolina Department of Agriculture (SCDA) is organized into four divisions generally aligned by goals, in pursuit a two-part mission to promote agribusiness and protect producers and consumers in the marketplace. The divisions are: Agency Operations, Consumer Protection, Agricultural Services, and External Affairs and Economic Development. The Strategic Planning Template reflects this alignment of goals with divisions, while also showing how the entire agency works together towards achievement of these goals and thus, the agency's mission.

### ***Agency Operations***

Agency Operations consists of the Commissioner's Office; Administration; Human Resources; and Information Technology. These functional areas work to ensure that people, equipment, and infrastructure are adequate, available and positioned across the state to keep the agency mission ready. This division also facilitates constituent services and oversees special projects at the direction of the Commissioner.

### ***Consumer Protection***

The Consumer Protection Division is comprised of five departments: Laboratory Services; Metrology Services; Food and Feed Safety Inspection; Consumer Services, and Produce Safety. By its legislative charge, the goal of the Consumer Protection Division is to protect the consumers and buying public in SC through routine food/feed/fuel inspections, laboratory testing and analysis, a variety of industry certifications, product sampling, licensing, auditing and oversight of commodity storage warehouses and facilities.

### ***Agricultural Services***

The Agricultural (Ag) Services Division is made up of Marketing; Fruit, Vegetable and Commodity Grading and Inspection; Market News Programs; and State Farmers Markets. Ag Services encourages market access, development, and sustainability for agricultural products by building consumer demand, providing information to help producers make marketing decisions, and offering points of sale at State Farmers Markets.

### ***External Affairs and Economic Development***

The External Affairs and Economic Development Division includes External Affairs; the Office of Agribusiness Development; Public Information; and Grants Administration. As the lead advocate for the state's agricultural industry, the agency listens to stakeholders about pertinent issues at the federal, state and local levels. With Commissioner Weathers' goal to raise the economic impact of agribusiness to 50 billion by 2020, SCDA is helping existing operations expand and recruiting new companies to bring more value-added opportunities in South Carolina.

### ***Internal Changes Being Implemented***

1. Due to the passage of the Food Safety and Modernization Act (FSMA), which is considered the largest overhaul to federal food safety laws in 70 years, SCDA created a new department within the Consumer Protection Division to handle these additional responsibilities. This new

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department, Produce Safety, was created in 2016 and is funded through a federal grant. SCDA was given regulatory authority to enforce the Produce Safety Rule during the 2017 legislative session.

2. SCDA's Information Technology team has expanded to include four staff members, including one graphic artist / webmaster, which has allowed better customer service both within and outside of the agency. An IT Technician II is now based at the Columbia State Farmers Market Campus to respond quicker to needs there, and prevent lost time and money from IT staff having to travel there from headquarters.
3. Based on feedback from a public survey during the House Legislative Oversight Committee review process, SCDA aligned laboratory employee work hours with the business hours in which the agency is open to the public.

***Agency Successes***

1. On 24 May 2016, the SC General Assembly approved \$40 million in aid to help farmers who suffered catastrophic losses due to the historic October 2015 flood and subsequent rain. Eligible farmers could receive grants, up to \$100,000 maximum, covering 20% of the verified crop loss. SCDA brought industry partners together to get input; wrote the rules for the program; developed the application; conducted training; received and processed applications; and issued checks in less than four months. Clemson Extension and SC State Extension were critical partners in the application development and outreach. SC Department of Revenue served a crucial role by assisting in reviewing and auditing applications. 1,252 applications were received and 1,245 applications totaling \$35,583,449 in grant awards were approved. The grant amounts ranged from 88 applicants receiving the maximum award of \$100,000 to a single grant of \$164. The average award was \$28,682.
2. The SCDA Metrology Laboratory houses the official state standards for mass and volume and is the only source for National Institute of Standards and Technology (NIST) traceable calibrations to over 439 public and private sector customers who are required to comply with federal and state laws. This lab is recognized by NIST as an Echelon I category laboratory, which operates at the highest level of precision. The lab consistently ranks in the top 10 nationally for Echelon I, II, and III calibration productivity, including ranking number one for Echelon II calibrations. Traditional weight calibrations are performed on scales at grocery stores; doctor's offices and hospitals; package shipping locations; wood yards, mills, and any businesses that weigh trucks; livestock markets; and manufacturing facilities. Volume calibrations are completed for gas stations and other private and commercial refueling points; LP, natural gas, home heating oil dispensers; and airports. The Metrology Laboratory's services are a vital support function to intrastate commerce, providing free calibrations to public entities and fee-based calibrations to private businesses and out-of-state government agencies. SCDA Metrology Laboratory serves the state's growing automotive, aviation, and medical industries. A new laboratory facility is under construction on the State Farmers Market campus and will be opening in October 2017. This new facility will allow the metrology program to meet increased demand for services. In

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addition, two large scale trucks were purchased to replace twenty year old models, and deployed in July 2017.

3. SCDA runs state government's only waste pesticide collection program, providing an opportunity for homeowners, farmers, and non-commercial and commercial applicators a method to dispose of old, unwanted, or unusable pesticides. The agency holds annual collections across the state, and even partners with some county Household Hazardous Waste (HHW) collections. SCDA began this program in 2008 with a 3 year grant from the Environmental Protection Agency. In the 2012 legislative session, the SC Legislature directed SCDA to continue waste pesticide collection, and in fiscal year 2013-14 established an annual appropriation of \$150,000 for this purpose. Since the program began, 552,019 pounds of pesticides have been collected by SCDA and destroyed or disposed of properly.
4. In March 2017, SCDA launched the South Carolina Farm Link Program. SC Farm Link is a statewide farmland transition program designed to maintain land in agricultural use by helping beginning and expanding farmers gain access to farmland in South Carolina. The average age of the American farmer is over 58 years old, and farm transition programs are critical to ensuring land is available for the next generation of farmers. Neighboring states, such as North Carolina and Virginia, have similar well-established, successful programs.

***Risk Assessment and Mitigation Strategies***

The most negative impact, should the agency fail in accomplishing its goals and objectives, would be on public health and safety. The agency's regulatory and marketing functions both ultimately ensure a safe, affordable, local food supply. Without SCDA's inspection and oversight throughout marketing channels, there would be no confidence among consumers in the safety of the food they eat or the pet food they purchase. Food borne illnesses could cause sickness, starvation and/or even death. Less seriously, but still important, consumers would most likely not receive the volume or quality of product for which they were paying. Producers would not know they are being paid for the accurate quality grade or quantity of product they are selling. Agribusiness, including farming and forestry, is the largest industry in the state with an economic impact of \$42 billion and accounting for almost 213,000 jobs. If SCDA did not nurture and grow this industry, the negative economic impact and loss of jobs, particularly in rural communities would be substantial. Obviously, not nearly all the variety of food consumed by South Carolinians comes from in state. However, if SC could not produce any of its own food, a national security and public safety crisis would occur.

SCDA works cooperatively with local, other state, and federal agencies to accomplish its mission and prevent the worst-case scenario described above. The best "outside" help that can be provided is for the SC General Assembly to lean on SCDA's technical expertise to guide recommend periodic statutory and regulatory updates as technology evolves and new products are developed. Keeping pace with neighboring states and the federal government, when prudent, streamlines the regulatory process and reduces the burden on SC businesses.

Three options for the general assembly to prevent such a crisis:

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1. Support and make the food, feed, and product regulatory changes described in the following restructuring recommendations.
2. Work with agribusiness to determine competitive barriers and use a balanced approach (pro-growth versus public safety) to eliminating those barriers.
3. Either fund SCDA administrative costs or allow the flexibility to recoup a portion of those costs through fees for non-essential services.

### ***Restructuring Recommendations***

#### Recommendations to modernize law related to the Commissioner of Agriculture

1. Remove the bond requirement (\$50,000) for the Commissioner of Agriculture
  - a. The bond requirement is no longer necessary because subsequent statutes provide for insurance coverage for the agency and its employees (Insurance Reserve Fund, a division of the State Fiscal Accountability Authority)

#### Recommendations to modernize law related to the Agriculture Commission

2. Limit service in a hold-over capacity on the Agriculture Commission to a period not to exceed six months.
  - a. 1 Agriculture Commission member is selected from each judicial circuit and the chair is appointed by the Governor. 11 of 16 judicial circuits either have vacant seats or members who are serving in a hold-over capacity. One member's term expired 26 years ago.
3. Remove statutory references to the Agriculture Commission's authority to establish the agency's policies and annually approve the agency's budget as the Commissioner of Agriculture is a state constitutional officer.
  - a. This statutory charge given to the Agriculture Commission was prior to the Commissioner of Agriculture becoming a constitutional officer. Several Attorney General Opinions have concluded that the Commissioner of Agriculture is the sovereign, governing entity of SCDA and the Agriculture Commission does not have authority to establish policy or approve the agency's budget. The Agriculture Commission has not been performing these duties in practice.

#### Recommendations to improve consumer services

4. Adopt the model feed law proposed by the American Association of Feed Control Officials, which approximately 25 other states have already adopted.
  - a. This modernization of the state's feed laws, which has been in place for more than 50 years, with applicable federal feed laws, will help streamline compliance for feed mills and manufacturers. Regulation will be more efficient for SCDA inspectors as well.
5. Authorize an application fee (\$25) and tiered annual fee for a registration verification certificate (RVC), which is required for food manufacturers, distributors, warehouses, and wholesalers.

- a. An average of 200 new businesses apply yearly for a registration verification certificate. The process for issuing a registration verification certificate to a business includes a review of business plans, certifications, training, and labels by the Department of Agriculture, and the agency conducts product analysis as part of this process. Currently there is no fee to offset the cost of administration for issuing a registration verification certificate. A nominal fee will focus SCDA inspectors' time on businesses that are ready to go to market and speed up the issuance of necessary RVCs. The proposed application fee generates approximately \$5,000 annually and the tiered annual fee revenue (based on risk/length of inspection and size of firm) generates \$157,400. With these proposed revenue streams, the agency may hire three additional inspectors at entry level salaries (including fringe).
6. Require businesses dispensing petroleum products to notify the agency within 30 days of operating dispensers.
    - a. While SCDA is required to regulate the dispensing of petroleum products, there is no requirement for businesses to notify or register operation with the agency. Stations can now sell product unregulated until SCDA becomes aware of their operation and performs inspections. Enacting this requirement will ensure the accuracy and safety of pumps to protect consumers.
  7. Authorize a registration fee per dispenser (\$5) for businesses dispensing petroleum products.
    - a. This fee will allow for more inspectors and testing equipment, and quicker response time and accountability of businesses selling petroleum products.
  8. Enforce a scalable monetary penalty for habitual and willful offenders of petroleum law that take advantage of consumers
    - a. A monetary penalty for habitual offenders protects consumers in the marketplace.

#### Recommendations to reduce restrictions on businesses

9. Remove reference in statute to the agency's involvement with the "cottage law," which is regulated by the Department of Health and Environmental Control - (i.e., remove the exemption registration burden from small home-based food producers distributing non-potentially hazardous baked-goods and candy to the end consumer)
  - a. SCDA does not regulate retail food sales; SC Department of Health and Environmental Control (DHEC) has this task, and supports removing SCDA from involvement.
10. Modernize the cotton warehouse receipt law (i.e., accept Permanent Bale Identification from a cotton gin as the universal warehouse receipt number)
  - a. This change would allow cotton gins to use a number assigned by another gin, so long as it meets statutory requirements, to electronically track movement of the physical asset.
11. Revise state egg law (i.e., exempt United States Department of Agriculture graded facilities from state licensing; authorize the licensure of quail eggs; remove licensure requirements for small producers; and authorize a fee for registration).

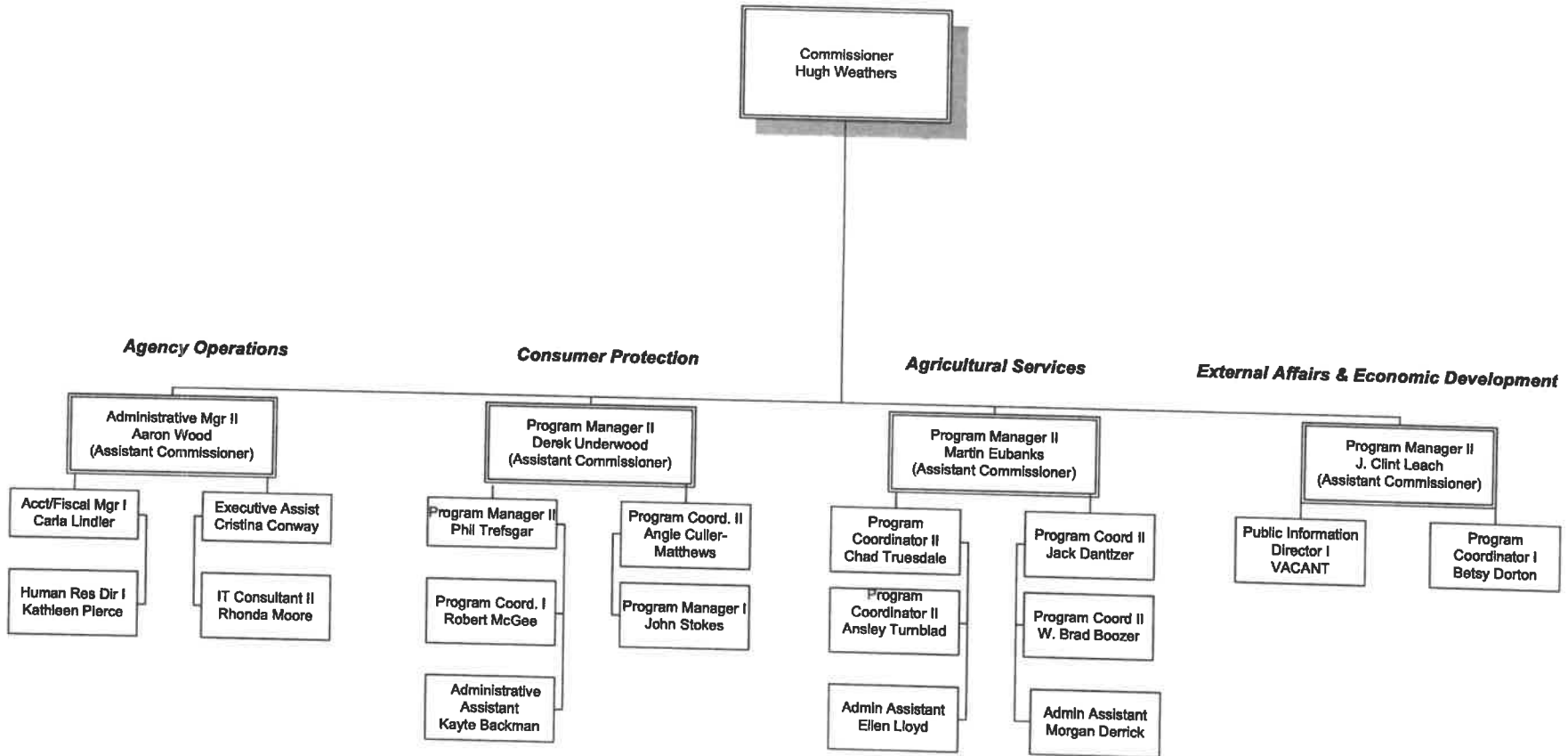
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- a. These changes would provide market access for producers and consumers of quail eggs in the state, which is currently not allowed.
- b. Remove duplicative regulation from those egg producers that have federal graders.
- c. Authorize egg producers to sell, away from the farm, up to 30 dozen eggs per week to the end consumer without applying for state licensure.
- d. Charge a fee not to exceed 10 dollars for state licensure.



Agency FTE Authorized: 138  
Agency FTE Filled: 115.5683  
5 TG  
8 TL

September 13, 2017



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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
<b>G</b>	<b>1</b>			<b>Government and Citizens</b>	<b>Improve agency operational readiness and workforce development</b>
<b>S</b>		<b>1.1</b>			<b>Prioritize and deploy Information Technology (IT) products and services</b>
O			1.1.1		<i>Inventory and establish a replacement schedule for all agency IT equipment</i>
O			1.1.2		<i>See that 100% of appropriate staff complete an annual information security awareness training</i>
O			1.1.3		<i>Triage and acknowledge helpdesk tickets within 24 hours; provide desktop support to all agency users</i>
O			1.1.4		<i>Work with Division of Information Security (DIS) to develop and implement INFOSEC policies</i>
<b>S</b>		<b>1.2</b>			<b>Recruit and retain highly qualified and motivated employees</b>
O			1.2.1		<i>Perform all actions related to personnel (i.e.: E-Verify, SCEIS, NeoGov, EPMS, Insurance, Retirement, documentation) within required timeframes (3 -30 days) as outlined in procedures and laws</i>
O			1.2.2		<i>Complete required EEOC reporting and focus on potential areas of improvement</i>
O			1.2.3		<i>Complete planning stage documents by 1 March each year for all existing employees and within 1 month of new hires</i>
O			1.2.4		<i>Offer an annual health screening for all employees and purchase Personal Protective Equipment (PPE) for all field personnel</i>
O			1.2.5		<i>Coach supervisors through introductory and advanced training, writing personal development plans for subordinates, and implementation of progressive discipline policy</i>
<b>S</b>		<b>1.3</b>			<b>Improve financial reporting and business procedures</b>
O			1.3.1		<i>Provide monthly financial reports to division directors and program staff</i>
O			1.3.2		<i>Ensure compliance with procurement code, enhance procedural knowledge, and diversify vendor pool</i>
O			1.3.3		<i>Update fleet vehicle and equipment inventory and complete reports monthly; assess needs and establish an annual replacement plan</i>
O			1.3.4		<i>Set up purchase orders, post payments received, and process invoices within 2 weeks of receipt</i>

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
<b>S</b>		<b>1.4</b>			<b>Set, execute and monitor a strategic plan towards accomplishing the agency mission</b>
<i>O</i>			1.4.1		<i>Facilitate communication up and down the chain of command through staff meetings, notifications, event attendance, and leading the communications committee</i>
<i>O</i>			1.4.2		<i>Respond to constituent contacts within 3 business days of receipt</i>
<i>O</i>			1.4.3		<i>Brief Commissioner Weathers daily regarding his schedule, pertinent industry issues, employee news, and constituent contacts; represent Commissioner Weathers at meetings, seminars, and events</i>
<i>O</i>			1.4.4		<i>Provide technical assistance as requested, during audits of farm aid fund recipients</i>
<b>G</b>	<b>2</b>			<b>Maintaining Safety, Integrity and Security</b>	<b>Protect consumers and businesses in the marketplace through physical inspections, laboratory analyses, product sampling, licensing, field testing, auditing, and other compliance activities</b>
<b>S</b>		<b>2.1</b>			<b>Provide food/feed safety oversight of SC food manufacturers, processors, and food distribution facilities through routine, risk-based, compliance inspections</b>
<i>O</i>			2.1.1		<i>Lead implementation plans for federal regulatory mandates such as FSMA, MFRPS, AFRPS, and COOL</i>
<i>O</i>			2.1.2		<i>Plan Reviewer should continue to provide assistance to food entrepreneurs wishing to begin wholesale food businesses</i>
<i>O</i>			2.1.3		<i>Participate in regional and national food safety events by way of membership, attendance, work groups and forums</i>
<i>O</i>			2.1.4		<i>Produce Safety Department within the Consumer Protection Division will continue education and enforcement of the SC Produce Safety Act 39-26</i>
<b>S</b>		<b>2.2</b>			<b>Maintain the accuracy and precision of the State's mass and volume measurement system by providing high quality calibration services to public and private customers</b>
<i>O</i>			2.2.1		<i>Enhance the Metrology Laboratory's credibility by becoming accredited by the National Voluntary Laboratory Accreditation Program (NVLAP)</i>
<i>O</i>			2.2.2		<i>Establish a new Quality Manager position to provide ongoing quality assurance auditing and documentation</i>

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			2.2.3		Build a new metrology laboratory to meet the NIST requirements for Echelon I metrology laboratory environments
O			2.2.4		Perform calibrations within 1 month of a work order
S		2.3			Ensure commodities offered for sale are the correct quantity and quality through inspections of petroleum dispensers, retail scales, and storage facilities
O			2.3.1		Deploy new large mass vehicles to provide service to large scale firms
O			2.3.2		Perform routine inspections, consistent with policy, of 100% of firms annually under SCDA regulatory oversight
O			2.3.3		Provide follow-up communication on 100% of consumer complaints
S		2.4			Provide public safety assurance that commodities purchased are safe, wholesome, and adhere to standards, through chemical and physical analysis of food, feed, seed and petroleum products
O			2.4.1		Collaborate with other government agencies (Clemson, DOT, DHEC, DOR, APHIS, FERN, FDA, USDA) to perform routine and emergency testing
O			2.4.2		Develop and install a new Laboratory Information Management System (LIMS) to enhance reporting and interface with FERN and FDA compliant databases
O			2.4.3		Develop SOPs and protocols to enhance laboratory capabilities through regulatory accreditation programs, such as ISO/IEC 17025
O			2.4.4		Have 100% staff attendance at all technical trainings and safety meetings
O			2.4.5		Analyze official and submitted samples and communicate results within five business days
G	3			Public Infrastructure and Economic Development	Promote and market South Carolina agriculture, both domestically and abroad, to increase demand for agricultural products
S		3.1			Expand Certified SC branding and marketing efforts
O			3.1.1		Increase program membership and brand recognition by 5%
O			3.1.2		Post on each SCDA managed social media account 3-5 times per week at strategic times to ensure the most reach
O			3.1.3		Grow agritourism operator participation in SC programming by 5% and consumer traffic at those venues by 10%

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			3.1.4		<i>Conduct participant evaluation at all events to determine effectiveness and utilization</i>
S		3.2			<b>Maximize Return on Investment (ROI) of producer-led commodity boards through research, promotion and education</b>
O			3.2.1		<i>Use merchandising and commodity-specific promotions to increase sales of SC products by 5% in retail food outlets and food service venues</i>
O			3.2.2		<i>Fund research of new technologies, science, and best management practices for production, packaging, and processing</i>
O			3.2.3		<i>Place more resources into export market analysis, access, and development</i>
O			3.2.4		<i>Use cross-promotion of, and between, commodities to increase demand by 5%</i>
S		3.3			<b>Expand direct sales opportunities through the State Farmers Market system, community based markets, roadside markets, Farm-to-School, and niche markets</b>
O			3.3.1		<i>Identify and prioritize critical upgrades at all 3 State Farmers Markets (SFM) to ensure producers and consumers have safe and clean facilities</i>
O			3.3.2		<i>Provide four training meetings for producers and community based markets to expand SNAP/WIC usage of this program</i>
O			3.3.3		<i>In conjunction with Clemson University Extension, update producer Good Agricultural Practice (GAP) training and outreach efforts to increase certification by 5%</i>
O			3.3.4		<i>Identify number of farmers currently selling to schools, develop and maintain database that compiles contact and product information and update database monthly</i>
O			3.3.5		<i>Leverage earned media to reach consumers two weeks prior to major events like Flower Festivals and Family Fun Day</i>
S		3.4			<b>Provide daily market news reports and USDA quality grading and inspections for fruits, vegetables, peanuts, and other commodities</b>
O			3.4.1		<i>Make weekly visits to six livestock auctions and daily visits to produce wholesalers to record price, volume and other market information</i>

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O			3.4.2		<i>Produce and publish information daily and weekly through Internet reports, printed reports, telephone recording devices, daily radio programs, as well as newspapers</i>
O			3.4.3		<i>Perform grading and inspection at all statewide peanut buying points and contracted grain and commodity buying points</i>
O			3.4.4		<i>Increase the diversity of USDA commodity certifications that SCDA inspectors can issue upon request</i>
G	4			<b>Public Infrastructure and Economic Development</b>	<b>Expand South Carolina's agricultural outputs by providing value-added opportunities to farmers and timely information to all stakeholders</b>
S		4.1			<b>Grow existing industry by increasing agribusiness recruitment efforts and value-added opportunities</b>
O			4.1.1		<i>Meet with 10 current companies annually to encourage them to use more SC agricultural products in their business processes</i>
O			4.1.2		<i>Create collaborations between in-state farmers and food processors to determine supply-chain opportunities</i>
O			4.1.3		<i>Meet with state, locals and regional alliance officials quarterly about agribusiness opportunities</i>
O			4.1.4		<i>Participate in at least seven business events and/or trade shows per year to meet with prospective companies</i>
O			4.1.5		<i>Perform an annual inventory analysis on agribusiness companies who are primed for expansion in SC or the Southeastern United States</i>
S		4.2			<b>Research and advocate for responsible agricultural policies which encourage growth and resource stewardship</b>
O			4.2.1		<i>Assess all industry policies before each legislative session by gathering input from a cross section of at least 10 different producers</i>
O			4.2.2		<i>Be an industry voice in communicating factual information to elected officials at the appropriate time</i>
O			4.2.3		<i>Work with agency program staff to review current laws, regulations, and policies to balance consumer safety and a business friendly environment</i>

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<b>S</b>		<b>4.3</b>		<b>Provide credible and timely information to South Carolinians to increase awareness of agriculture</b>	
<i>O</i>			4.3.1		<i>Update agency plan for crisis management and/or regulatory enforcement events</i>
<i>O</i>			4.3.2		<i>Respond to 100 percent of website information requests within two business days</i>
<i>O</i>			4.3.3		<i>Develop relationships with media statewide to pitch positive agricultural news, events, stories as they occur</i>
<b>S</b>		<b>4.4</b>		<b>Continue to foster external and internal communications as educational resources and</b>	
<i>O</i>			4.4.1		<i>Maintain a Market Bulletin subscription of 15,000</i>
<i>O</i>			4.4.2		<i>Public Information staff should conduct visits with different program staff at least monthly</i>
<i>O</i>			4.4.3		<i>Establish an accurate position on key issues and create consistent messaging across the agency</i>
<i>O</i>			4.4.4		<i>Leverage paid media to get a higher return on investment</i>
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											Performance Measurement Template	
Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure		
1	Number of Certified SC members	1,870	1,900	1,948	2,500	July 1-June 30	member database; updated monthly	Total of all Certified SC members, including Certified SC seafood	3.1.1	indicates value of programming to producers		
2	Number of attendees at Certified SC events	181,132	190,000	180,500	190,000	July 1-June 30	car counts, ticket sales	Totalling number of attendees at SCDA events via car counts (2.2 PP per car as standard) and ticket sales for paid events	3.1.4	measures exposure to marketing activities and visits to farmers markets		
3	CSC brand recognition	n/a	66%	n/a	83%	July 1-June 30	statewide consumer survey	Total positive responses on consumer survey of target group sample	3.1.1	reflects impact of Certified SC brand marketing		
4	Percent of website Public Information Requests answered within 2 days	100%	100%	100%	100%	July 1-June 30	estimate based on PI request records	Number of phone, email, and social media requests answered within 2 days/total number of requests	4.3.2	measures responsiveness		
5	Market Bulletin subscription reach	15,894	15,600	13,247	14,000	July 1-June 30	Kelly Registration Systems	Total number of Market Bulletin subscribers	4.4.1	reaches a unique audience for SCDA		
6	Number of seed inspections performed for Clemson University	n/a	350	258	250	July 1-June 30	Seed Lab records	Total number of seed inspections performed for Clemson	2.4.1, 2.4.3	promotes a good working relationship and collaboration		
7	Percent of consumer protection (consumer services) requests and complaints with same-day follow-up communication	100%	100%	100%	100%	July 1-June 30	Consumer Complaint File	Number of consumer requests with same-day follow-up/total number of requests	2.3.3	measures customer service		
8	Percent of consumer protection (food/feed safety) requests and	n/a	n/a	91%	90%	July 1-June 30	Consumer Complaint File	Number of consumer requests with same-day follow-up/total number of requests	2.3.3	measures customer service		
9	Number of firms provided metrology laboratory services	381	400	411	415	July 1-June 30	Metrology Laboratory Report	Total number of firms provided laboratory services	2.2.1, 2.2.2, 2.2.3, 2.2.4	provides services for public entities and private businesses		
10	Percent of time action is taken on inferior petroleum samples	n/a	100%	100%	100%	July 1-June 30	Petroleum Lab records	Number of corrective actions taken/total number of fuel deemed inferior or contaminated	2.3.2, 2.3.3	protects consumers in the marketplace		
11	Percent of time action is taken on mislabeled food products	n/a	100%	100%	100%	July 1-June 30	Food Safety Records	Number of corrective actions taken/Total number of food label submissions	2.1.1, 2.1.2, 2.1.3,	protects consumers in the marketplace		
12	Percent of planning stage documents completed within 2 months of the calendar year for existing employees and within 1 month of hiring new employees	94%	100%	90%	100%	July 1-June 30	HR records	Number of completed planning staging documents/ total number of employees required to have an EPMS	1.2.3	emphasizes employee growth and development		
13	Percent of supervisors receiving supervisory skills training/personal development plan	100%	100%	80%	90%	July 1-June 30	HR records	Number of employees receiving supervisory training/total number of employees eligible for supervisory training	1.2.3, 1.2.5	emphasizes employee growth and development		
14	Number of agribusiness identified for prospective expansion or projects in SC	87	75	90	75	July 1-June 30	Recruitment log; updated monthly	Totalling monthly number of contacts	4.1.1, 4.1.3, 4.1.4, 4.1.5	increases jobs, capital investment and economic impact of the industry		
15	Percent of computer-using staff that complete annual information security awareness training	n/a	100%	n/a	100%	July 1-June 30	IT records	Number of completions/total number of required staff	1.1.2	encourages information security		
16	Percent of producers educated about produce safety rule under FSMA	n/a	80%	114%	100%	July 1-June 30	Records and log from newly created SCDA FSMA department and Clemson University	Number of covered farms reached/total inventory of covered farms to fulfill grant yearly milestones	2.1.1, 2.1.4	ensures adequate education before regulation		
17	Percent of inspection staff able to provide full service to customers without restrictions	43%	100%	66%	100%	July 1-June 30	Inspection staff certifications	Number of full certified inspection staff/total number of inspection staff	3.4.4	improves responsiveness to customers, operational efficiency, and employee development		
18	Earned media	479	500	341	400	July 1-June 30	media tracking records; daily	Total number of all SCDA media mentions	4.3.3, 4.4.2, 4.4.3, 4.4.4	measures effectiveness of paid media, and reach of brand (Commissioner, agency, Certified, industry) marketing		



Agency Name: **South Carolina Department of Agriculture**

Agency Code: **P160** Section: **044**

Fiscal Year 2016-2017  
Accountability Report

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Program Template Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administrative Services	Provides executive leadership, support, policy development and review, financial services, information technology, facilities management and other administrative services.	\$ 961,752	\$ 65,377	\$ -	\$ 1,027,129	\$ 918,355	\$ 90,000	\$ -	\$ 1,008,355	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 1.3.1, 1.3.2, 1.3.3, 1.3.4, 1.4.1, 1.4.2, 1.4.3, 1.4.4, 3.3.1, 4.3.1, 4.3.2, 4.4.2
III. Consumer Protection	Protects consumers from unsafe, ineffective, or fraudulent goods that may be offered for public sale; assures that goods meet acceptable standards of quality; monitors labeling; registers animal and pet foods, frozen desserts, gasoline and antifreeze; issues licenses for butterfat testers and milk samplers, grants permits to salvage food operations; issues two to three thousand licenses, permits and registrations; provides assistance regarding food safety and security in the event of a natural disaster or an accidental or international emergency related to Homeland Security. Draws samples for analysis in the SCDA's laboratories; protects the people of the state, farmers and non-farmers, from fraud by ensuring the accuracy of weights and measures; inspects food and cosmetic manufacturing and storage facilities, assures farmers that they receive full and prompt payment for the products they produce and that their stored cotton and grain crops are protected in warehouse facilities; inspects gas pumps, grocery store scales, vehicle tank meters, and liquid petroleum gas measuring devices; collects official samples of petroleum product, meat and feeds for	\$ 1,575,525	\$ 1,404,964	\$ 399,519	\$ 3,380,008	\$ 2,509,500	\$ 792,687	\$ 1,500,000	\$ 4,802,187	2.1.1, 2.1.2, 2.1.3, 2.1.4, 2.2.1, 2.2.2, 2.2.3, 2.2.4, 2.3.1, 2.3.2, 2.3.3, 2.4.1, 2.4.2, 2.4.3, 2.4.4, 2.4.5, 4.2.3, 4.4.2, 4.3.1

Agency Name: **South Carolina Department of Agriculture**

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Agency Code: **P160** Section: **044**

Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
IV. A. Marketing and Promotions	Develops and implements broad-based marketing programs; provides programs and services designed to increase consumer awareness and product demand for quality South Carolina agricultural commodities; strives to improve the economic vitality of business and individuals in the industry of agriculture; encourages expansion and development of existing industries that use South Carolina agricultural commodities, both fresh and processed, to increase the marketability of locally-grown products; domestic and international marketing assistance; certifies roadside markets; promotes specialty crops and specialty products; assists small farmer and provides support for locally grown certification; promotes the green industry (nursery, greenhouse, landscape, etc.); authorizes individual farmers and farmers markets to be able to accept coupons from those who are nutritionally at risk to buy fresh, unprepared produce issued in the WIC and Seniors Farmers Market Nutrition Programs.	\$ 4,246,941	\$ 147,092	\$ 782,289	\$ 5,176,322	\$ 6,393,366	\$ 327,700	\$ 711,304	\$ 7,432,370	3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.2.3, 3.3.2, 3.3.3, 3.3.4, 3.3.5, 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5, 4.2.1, 4.2.2, 4.2.3, 4.3.1, 4.3.2, 4.3.3, 4.4.2, 4.4.3, 4.4.4
IV. B. Commodity Boards	Serves as a liaison to commodity boards, associations and the state's Agriculture Commission to aid in marketing state commodities, as well as fund various research projects relevant to the commodity.	\$ -	\$ 1,780,127	\$ -	\$ 1,780,127	\$ -	\$ 1,849,280	\$ -	\$ 1,849,280	3.2.1, 3.2.2, 3.2.3, 3.2.4, 4.4.2
IV. C. Market Services	Oversees and operates the three state farmers markets in Lexington, Florence and Greenville. These markets provide central points for farmers and producers to sell their products.	\$ 300,000	\$ 1,095,929	\$ -	\$ 1,395,929	\$ 300,000	\$ 907,642	\$ -	\$ 1,207,642	3.3.1, 3.3.2, 3.3.5, 4.4.2, 3.1.4
IV. D. Inspection Services	Provides quality grade standards and up-to-date first-hand market news to the allied industry through a cooperative agreement with the USDA; provides grading and inspecting of poultry products and fruits and vegetables.	\$ -	\$ 2,076,577	\$ -	\$ 2,076,577	\$ -	\$ 2,509,163	\$ -	\$ 2,509,163	3.4.1, 3.3.3, 3.4.2, 3.4.3, 3.4.4, 4.4.2
IV. E. Market Bulletin	Publishes the Market Bulletin which is designed as a vehicle for farmers and non-farmers to buy and sell agricultural and agricultural-related items, a resource for economic stability especially in rural areas.	\$ -	\$ 39,907	\$ -	\$ 39,907	\$ -	\$ 161,730	\$ -	\$ 161,730	4.4.1, 4.4.4, 4.3.3, 3.4.2



Agency Name: **South Carolina Department of Agriculture**

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Legal Standards Template	
					Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
1	46-3-10	State	Statute	Establishes duties of Department-The Department of Agriculture shall execute the laws of this State pertaining to agriculture except such laws as specifically designated for execution by others.	Yes	No
2	46-3-20	State	Statute	Establishes SCDA's authority to issue food manufacturers, processors, and packers permits.	Yes	Yes
3	46-3-25	State	Statute	Establishes a program within SCDA to foster relationships between S.C. farms, school districts, and other institutions and to provide them with fresh and minimally processed foods for consumption by students.	Yes	Yes
4	46-3-30	State	Statute	Establishes qualifications of the Commissioner of Agriculture.	Yes	Yes
5	46-3-40	State	Statute	Establishes election process for the Commissioner of Agriculture.	No	Yes
6	46-3-50	State	Statute	Establishes the bond of the Commissioner of Agriculture.	No	Yes
7	46-3-60	State	Statute	Allows for the appointment of a clerk by the Commissioner.	No	Yes
8	46-3-80	State	Statute	Establishes duties of the Commissioner-promotion of agriculture; establish a land registry	Yes	Yes
9	46-3-90	State	Statute	Establishes the Commissioner's authority to regulate the sale of marl or ground limestone.	Yes	Yes
10	46-3-100	State	Statute	Establishes the Commissioner's authority to regulate the sale of inoculating material.	Yes	Yes
11	46-3-110	State	Statute	Establishes the disposition of moneys derived from sale of inoculating material.	Yes	Yes
12	46-3-120	State	Statute	Establishes that other Departments and agencies shall furnish information to the Commissioner as necessary.	Yes	Yes
13	46-3-130	State	Statute	Establishes the authority of SCDA to enter into contracts or agreements with any State agency.	Yes	No
14	46-3-140	State	Statute	Establishes the requirement of an annual report of SCDA's work.	Yes	Yes
15	46-3-145	State	Statute	Establishes the definition of "beneficiary class" and SCDA's involvement with loan programs.	Yes	Yes
16	46-3-160	State	Statute	Establishes the Commissioner's authority to enter into agreements with the U.S. government for the conduct of aquatic plant control projects.	Yes	No
17	46-3-170	State	Statute	Establishes that the Commissioner may sue or be sued.	Yes	No
18	46-3-175	State	Statute	Establishes the authority of SCDA to issue agribusiness licenses.	Yes	Yes
19	46-3-180	State	Statute	Establishes the authority of the Commissioner to revoke registrations or licenses.	Yes	Yes
20	46-3-190	State	Statute	Establishes that a hearing must occur before a license is revoked.	Yes	Yes

21	46-3-200	State	Statute	Establishes the procedural powers of the Commissioner at license revocation hearing.	Yes	Yes
22	46-3-210	State	Statute	Establishes the bond to stay revocation.	Yes	Yes
23	46-3-220	State	Statute	Establishes the appeals process for revocation of registrations or licenses.	Yes	Yes
24	46-3-230	State	Statute	Establishes release of certain items from restraining orders.	Yes	Yes
25	46-3-240	State	Statute	Establishes the authority of the Commissioner and inspectors to enforce regulations relating to food and drugs.	Yes	Yes
26	46-3-260	State	Statute	Establishes the South Carolina Renewable Energy Infrastructure Development Fund and gives SCDA authority to prescribe procedures, as necessary, to execute related provisions.	Yes	Yes
27	46-3-270	State	Statute	Establishes the authority of SCDA to waive the remittance of indirect cost recoveries for the Specialty Crop Grant.	Yes	Yes
28	46-3-280	State	Statute	Establishes a program to integrate veterans into the field of agriculture and support veterans currently working in agriculture.	Yes	Yes
29	46-15-10	State	Statute	Establishes the general duties of SCDA.	Yes	Yes
30	46-15-20	State	Statute	Establishes the general powers of SCDA.	Yes	Yes
31	46-15-21	State	Statute	Abolishes the State Agricultural Marketing Commission.	Yes	Yes
32	46-15-30	State	Statute	Establishes that any rules and regulations must be filed with the Secretary of State.	Yes	Yes
33	46-15-40	State	Statute	Establishes that inspection, grading, and buyers' services shall be made available to private markets at reasonable charges.	Yes	Yes
34	46-15-50	State	Statute	Establishes that SCDA must keep markets' records.	Yes	Yes
35	46-15-60	State	Statute	Establishes that funds from the operation of the wholesale farmers' markets must be deposited monthly with the State Treasurer.	Yes	Yes
36	46-15-70	State	Statute	Establishes the Agricultural Marketing Advisory Council with the Commissioner as chairman.	Yes	Yes
37	46-15-80	State	Statute	Establishes meetings and compensation of the Agricultural Marketing Advisory Council.	Yes	Yes
38	46-15-90	State	Statute	Establishes duties of the Agricultural Marketing Advisory Council.	Yes	Yes
39	46-17-340	State	Statute	Establishes that SCDA shall provide administrative support to S.C. Commodity Boards and Associations.	Yes	Yes
40	46-19-40	State	Statute	Establishes that SCDA shall approve, assist, and supervise local marketing authorities.	Yes	Yes
41	46-19-210	State	Statute	Establishes the authority of the Commissioner to establish and supervise the Roadside Market Incentive Program.	Yes	Yes
42	46-19-220	State	Statute	Establishes the authority of the Commissioner to prescribe standards for participating in the Roadside Market Incentive Program.	Yes	Yes
43	46-19-230	State	Statute	Establishes the application process for the Roadside Market Incentive Program.	Yes	Yes
44	46-19-240	State	Statute	Establishes the Commissioner's authority to make signs for the Roadside Market Incentive Program.	Yes	Yes
45	46-19-250	State	Statute	Establishes periodic inspections of approved roadside markets.	Yes	Yes

46	46-19-260	State	Statute	Establishes notice and hearing on disapproved market application.	Yes	Yes
47	46-19-270	State	Statute	Establishes penalty for displaying an unauthorized market sign.	Yes	Yes
48	46-19-280	State	Statute	Establishes transfer of market signs.	Yes	Yes
49	46-19-290	State	Statute	Establishes the authority of the Commissioner to expend funds for the promotion and expansion of agricultural products.	Yes	Yes
50	46-19-300	State	Statute	Establishes the authority of the Commissioner to adopt rules to implement the Roadside Market Incentive Program.	Yes	Yes
51	46-19-310	State	Statute	Establishes the authority of the Commissioner to apply for an injunction.	Yes	Yes
52	46-21-25	State	Statute	Establishes the authority of SCDA to enforce state seed law.	Yes	Yes
53	46-21-35	State	Statute	Establishes the SCDA seed laboratory.	Yes	Yes
54	46-27-410	State	Statute	Establishes the authority of SCDA to inspect and take feed samples.	Yes	Yes
55	46-40-10	State	Statute	Establishes the SC Grain Dealers Guaranty Fund.	Yes	Yes
56	46-41-40	State	Statute	Establishes the authority of SCDA to issue agricultural dealers and handlers licenses.	Yes	Yes
57	46-42-10	State	Statute	Establishes the authority of SCDA to sample, grade, and inspect grain and oilseeds.	Yes	Yes
58	46-51-10	State	Statute	Establishes the Aquaculture Permit Assistance Office within SCDA.	Yes	Yes
59	39-9-68	State	Statute	Charges SCDA Consumer Services Division with performing weights and measures functions.	Yes	Yes
60	39-9-70	State	Statute	Charges the Commissioner of Agriculture with maintaining and enforcing weights and measures inspections and standards.	Yes	Yes
61	44.1	State	Proviso	Establishes the authority of SCDA to charge a yearly subscription for the Market Bulletin.	Yes	Yes
62	44.2	State	Proviso	Establishes fruit/vegetable inspectors subsistence.	Yes	Yes
63	44.3	State	Proviso	Establishes SCDA use of the Warehouse Receipts Guaranty Fund.	Yes	Yes
64	44.4	State	Proviso	Establishes a weights and measures registration fee.	Yes	Yes
65	44.5	State	Proviso	Establishes the authority of SCDA to retain revenues associated with the sale of its property.	Yes	Yes
67	44.7	State	Proviso	Establishes the authority of SCDA to charge for export certification.	Yes	Yes
68	44.8	State	Proviso	Establishes the authority of SCDA to charge for registration of feed labels.	Yes	Yes
69	5-190	State	Regulation	State Farmers Markets; rules and regulations	Yes	Yes
70	5-200 through 5-207	State	Regulation	Commercial feeding stuffs	Yes	Yes
71	5-210 through 5-235	State	Regulation	Egg grading and packaging	Yes	Yes
72	5-300 through 5-322	State	Regulation	Food labeling	Yes	Yes
73	5-360 through 5-373	State	Regulation	Salvage operations dealing in foods and cosmetics	Yes	Yes
74	5-420 through 5-426	State	Regulation	Livestock sales licenses	Yes	Yes
75	5-440 through 5-449	State	Regulation	Petroleum products	Yes	Yes
76	5-450 through 5-459	State	Regulation	The Roadside Market Incentive Program	Yes	Yes
77	5-460 through 5-483	State	Regulation	Seeds	Yes	Yes
78	5-490 through 5-497	State	Regulation	Warehouse system	Yes	Yes
79	5-500 through 5-572	State	Regulation	Weights and measures	Yes	Yes
80	5-581	State	Regulation	Dealers and handlers of agricultural products	Yes	Yes
81	5-610 through 5-613	State	Regulation	Milk Producer Tax Credit	Yes	Yes

82	46-17-10 through 46-17-470	State	Statute	Agriculture Commodities Marketing	Yes	Yes
83	46-21-1010	State	Statute	Seed Arbitration claims notice and effect of arbitration	Yes	Yes
84	46-21-1020	State	Statute	Appointment of arbitration committee; procedures	Yes	Yes
85	46-1-160	State		Establishes the SC Farm Aid Fund and tasks SCDA with administering the fund	Yes	Yes
86	46-55-20	State	Statute	Creation of the South Carolina Industrial Hemp Program	Yes	Yes
86	39-26-10 through 39-26-170	State	Statute	Enacts the Produce Safety Act and gives authority to SCDA to enforce applicable food safety standards	Yes	Yes

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry; Name; (2) Professional Organization; Name; (3) Public; Demographics.
Agency Operations - Administration	Provides agency support services, including: procurement, supply, fleet management, accounting and financial services, information technology, facilities management and other administrative services.	agency support services	Executive Branch/State Agencies	n/a
Agency Operations - Office of the Commissioner	This office provides executive leadership, including constituent services, special projects, events briefings, scheduling, and strategic planning.	executive leadership	Executive Branch/State Agencies	n/a
Agency Operations - Human Resources	The Human Resources Department manages personnel matters, including benefits administration, state classification plan, payroll, leave accounting, and staff development. Human Resources also ensures that SCDa personnel practices are compliant with state and federal regulations.	personnel management	Executive Branch/State Agencies	n/a
Agency Operations - Information Technology	IT delivers networking, computing, data management and security services to agency employees and customers. This may be in the form of hardware, software, applications, and device	information technology	Executive Branch/State Agencies	n/a
Agency Operations - Information Technology	IT delivers networking, computing, data management and security services to agency employees and customers. This may be in the form of hardware, software, applications, and device	customer interface, website, information platform	General Public	consumers who buy agricultural products, or any product by weight or volume in the state
Consumer Protection - Laboratory Services	Protects consumers from unsafe, ineffective, or fraudulent goods which may be offered for public sale; assures that goods meet acceptable standards of quality; and issues registrations, licenses, and permits to certain businesses. (Food Laboratory, Feed Laboratory, Seed Laboratory, Chemical Residue Laboratory, and Petroleum Products Laboratory)	gasoline and diesel fuel products inspections and analysis	General Public	all
Consumer Protection - Laboratory Services	Protects consumers from unsafe, ineffective, or fraudulent goods which may be offered for public sale; assures that goods meet acceptable standards of quality; and issues registrations, licenses, and permits to certain businesses. (Food Laboratory, Feed Laboratory, Seed Laboratory, Chemical Residue Laboratory, and Petroleum Products Laboratory)	germination and purity testing	Industry	agriculture
Consumer Protection - Food & Feed Safety and Compliance	Ensures that foods and feeds are manufactured under safe and sanitary conditions through routine surveillance inspections.	food sampling and analysis	General Public	all
Consumer Protection - Food & Feed Safety and Compliance	Ensures that foods and feeds are manufactured under safe and sanitary conditions through routine surveillance inspections.	chemical and microscopic analyses of feed products	Industry	agriculture; pet
Consumer Protection - Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	weighing and measuring devices inspections	General Public	all
Consumer Protection - Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	weighing and measuring devices inspections	Industry	SC businesses using commercial scales
Consumer Protection - Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	public weigh masters	Industry	weights and measures
Consumer Protection - Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	bonded dealers and handlers licences	Industry	agriculture
Consumer Protection - Consumer Services	Protects consumers by ensuring that the net content statements on packages and weighing or measuring devices are correct; and that agricultural products are measured accurately for commerce.	licensing and bonding of warehouses	Industry	agriculture
Consumer Protection - Metrology	Provides NIST traceable calibrations for mass and volume standards, calibrates equipment for our state inspectors and private scale and pump service companies for the enforcement of weights and measures regulations.	calibration services	Executive Branch/State Agencies	n/a



Consumer Protection - Metrology	Provides NIST traceable calibrations for mass and volume standards, calibrates equipment for our state inspectors and private scale and pump service companies for the enforcement of weights and measures regulations.	calibration services	Industry	any
Agricultural Services - State Farmers Markets	The State of South Carolina owns and manages three regional state farmers markets in Columbia, Florence, and Greenville which provides consumers with a wide variety of locally grown produce and specialty products	a place to buy locally grown produce and specialty products	General Public	all
Agricultural Services - State Farmers Markets	The State of South Carolina owns and manages three regional state farmers markets in Columbia, Florence, and Greenville which provides consumers with a wide variety of locally grown produce and specialty products	a place to sell locally grown produce and specialty products	Industry	agriculture
Agricultural Services - Marketing	Maintains and develops broad-based marketing programs that increase consumer awareness and product demand for quality SC agricultural products at local, national, and international levels.	promotion of SC agricultural products	Industry	agriculture
Agricultural Services - Market News Services	A contract service provided by SCDA to USDA that analyzes and distributes price, volume, and other market information to all segments of the produce, grain, and livestock industries, and to consumers.	price, volume, and other agricultural market information	Industry	agriculture
Agricultural Services - Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	fruit and vegetable grading and inspection	Industry	agriculture
Agricultural Services - Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	peanut grading and inspection	Industry	agriculture
Agricultural Services - Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	poultry and egg grading and inspection	Industry	agriculture
Agricultural Services - Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	grain grading and inspection	Industry	agriculture
Agricultural Services - Grading/Inspections	Under a cooperative agreement with USDA, fruit, vegetable, poultry and egg, and commodity grading and inspection services are provided. Includes Good Agricultural Practices (GAP) training.	Good Agricultural Practices (GAP) training	Industry	agriculture
External Affairs and Economic Development - Agribusiness Development	Works to continually promote agribusiness in SC through research and recruitment of prospective agribusinesses that may have an interest in locating or growing their agribusiness in SC, via the production of SC grown products or value-added services/processing. Works with elected officials and business/state leaders at all levels to facilitate sound public policy and serve as an unbiased source of information.	agribusiness recruitment	Industry	agribusiness
External Affairs and Economic Development -Grants Coordination	Cooperate with the federal government to implement the Specialty Crop Block Grant (SCBG), Farm to School Grant (F2S), Manufactured Food and Regulatory Program Standards (MFRPS); pursue and secure other grants to benefit the agriculture industry and SCDA.	grant obtainment and implementation	Industry	agribusiness
External Affairs and Economic Development - Public Information/Communications	The Public Information Department communicates SCDA's mission, and the importance of SC agriculture and agribusiness, through traditional and social media, websites, and the SC Market Bulletin. Public Information also informs industry members and the general public of pertinent agricultural issues, and responds to various media inquiries.	traditional and social media relations and communications	General Public	all
External Affairs and Economic Development - Public Information/Communications	The Public Information Department communicates SCDA's mission, and the importance of SC agriculture and agribusiness, through traditional and social media, websites, and the SC Market Bulletin. Public Information also informs industry members and the general public of pertinent agricultural issues, and responds to various media inquiries.	information requests	General Public	all
External Affairs and Economic Development - Public Information/Communications	The Public Information Department communicates SCDA's mission, and the importance of SC agriculture and agribusiness, through traditional and social media, websites, and the SC Market Bulletin. Public Information also informs industry members and the general public of pertinent agricultural issues, and responds to various media inquiries.	traditional and social media relations and communications	Industry	agriculture

External Affairs and Economic Development - Public Information/Communications

Publication issued twice a month as a marketplace for agricultural goods and services, and provide consumer interest articles; available printed and electronically.

Market Bulletin publication

General Public

all

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			<b>Partner Template</b>
<b>Name of Partner Entity</b>	<b>Type of Partner Entity</b>	<b>Description of Partnership</b>	<b>Associated Objective(s)</b>
SC Department of Health and Environmental Control (DHEC)	State Government	Farm to School, Local Foods Access, Food Safety, Dairy	2.1.3, 2.4.1, 3.3.4, 3.3.2
SC Department of Commerce	State Government	Agribusiness Recruitment and Project Management	4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5
SC Department of Social Services	State Government	DSS administers Supplemental Nutrition Assistance Program (SNAP); SCDA trains farmers, farmers markets, roadside markets on how to participate in, and accept, SNAP	3.3.1, 3.3.2
SC Department of Education	State Government	Train cafeteria staff for Farm to School	3.3.4
Clemson University PSA	State Government	Agribusiness Research, Food Safety Outreach and Education, Farm to School, Farm to Food Bank, Farm Aid Grant Program, Palmetto Series	1.4.2, 3.1.1, 3.2.1, 2.1.1, 2.1.4, 2.4.1, 3.2.2, 3.2.4, 3.3.3, 3.3.4, 4.1.2, 4.2.1
SC State University	State Government	Farmer outreach and education	3.1.1, 3.2.2, 3.2.4, 3.3.2, 4.1.2, 4.1.3, 4.2.1
University of South Carolina	State Government	Palmetto Series, Farm to School, Agribusiness Studies	4.1.2, 4.1.3, 3.1.1, 3.3.4
SC Department of Parks, Recreation and Tourism (PRT)	State Government	Chef Ambassador Program	3.1.1, 3.2.1
Governor's Office	State Government	Chef Ambassador Program	3.1.1, 3.2.1
SC Department of Natural Resources	State Government	Seafood regulatory programs, Regional Licensing Office at the Columbia State Farmers Market	2.4.1, 3.3.1
SC Department of Administration (Admin)	State Government	SCDA is Division of Technology customer, seeks guidance from Division of Human Resources, purchases and leases vehicles, and leases office space through General Services	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.2.1, 1.2.5, 1.3.2, 1.3.3
SC Department of Revenue	State Government	Farm Aid Grant Program, Milk Producer's Tax Credit	1.4.2, 1.4.4
SC Aeronautics Commission	State Government	SCDA inspects fuel pumps at all public airports	2.3.2
SC Department of Corrections	State Government	SCDA purchases is a customer for many items, including office equipment, forms, and letterhead	1.3.3
USDA National Agricultural Statistics Service (NASS)	Federal Government	NASS is a tenant at the Columbia State Farmers Market; SCDA and NASS have a cooperative agreement	3.3.1, 4.2.2, 4.1.1
USDA Agricultural Marketing Service (AMS)	Federal Government	Cooperative Agreements for Country of Origin Labeling (COOL), Poultry and Egg Grading, Market News, Fruit and Vegetable, Good Agricultural Practices (GAP), National Organic Certification Cost Share Program (NOCCSP), Specialty Crop Block Grant (SCBG), Federal State Marketing Improvement Program (FSMIP)	3.3.3, 3.4.1, 3.4.2, 3.4.3, 3.4.4, 2.1.1

USDA Feed Grain Inspection Service (FGIS)	Federal Government	Export Inspections	3.4.3, 3.4.4
USDA Food and Nutrition Service (FNS)	Federal Government	Farm to School	3.3.4
US Food and Drug Administration (FDA)	Federal Government	Cooperative Agreements for Food and Feed Inspections, Manufactured Foods Regulatory Process Standards (MFRPS), Animal Feed Regulatory Process Standards (AFRPS), Food Safety & Modernization Act (FSMA) Produce Safety Rule	2.1.1, 2.1.2, 2.1.3, 2.1.4, 2.4.2
SC Law Enforcement Division (SLED)	State Government	Industrial Hemp Background Checks	3.2.3, 4.1.3
Clemson University Department of Plant Industry	State Government	Industrial Hemp Program	3.2.3, 4.1.3
SC Emergency Management Division (SC EMD)	State Government	Memorandum of Agreement (MOA) to use the Columbia State Farmers Market for disaster response and recovery	1.4.4, 4.3.1

Agency Name: **South Carolina Department of Agriculture**

Fiscal Year 2016-2017  
Accountability Report

Agency Code: **P160** Section: **044**

Report Template

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Accountability Report	Department of Administration	State	Annually	9/15/2017	the agency's mission, objectives to accomplish the mission, and performance measures that show the degree to which objectives are being met	online (Admin)
2	Request for Information (RFI)	House Legislative Oversight Committee	State	Annually	9/15/2017 (10/27/2017 with extension)	what the agency does, how resources are allocated, why the agency does it, how well does the agency do it, who benefits (http://www.scstatehouse.gov/CommitteeInfo/HouseLegislativeOversightCommittee/AgencyPHPFiles/Agriculture.php)	online
3	Fees and Fines Report	General Assembly	State	Annually	8/15/2017	an accounting of all fees and fines charged by the agency in the previous fiscal year	agency website
4	Report on Sale of Real Property	General Assembly	State	Annually	8/15/2017	notification of sale of specific state property	contact House Ways and Means or Senate Finance Committees
5	Capital Permanent Improvement Plan (CPIP)	Admin Executive Budget Office	State	Annually	6/30/2017	Capital Permanent Improvement Plan for the next five years	online (Admin)
6	Specialty Crop Block Grant	USDA Agricultural Marketing Services (AMS)	Federal	Annually	12/29/2016	report on projects funded	contact USDA AMS
7	Farm to School	USDA Food & Nutrition Services (FNS)	Federal	Quarterly	7/31/2017	final report	contact USDA FNS
8	Organic Cost Share	USDA AMS	Federal	Bi-annually	12/30/2015	progress report	contact USDA AMS
9	Federal - State Marketing	USDA AMS	Federal	Annually	3/31/2017	final report	contact USDA AMS
10	Country of Origin Labeling (COOL)	USDA AMS	Federal	Annually	4/1/2016	cooperative agreement activity report	contact USDA AMS
11	Food Inspection Contract	Food & Drug Administration (FDA)	Federal	Bi-annually	9/1/2017	contract activity report	contact FDA
12	Feed Inspection Contract	FDA	Federal	Annually	7/1/2017	contract activity report	contact FDA
13	Metrology Laboratory Certification	National Institute for Standards and Testing (NIST)	Federal	Annually	11/1/2016	documentation required for laboratory certification	contact NIST
14	Manufactured Food Regulatory Program Standards (MFRPS)	FDA	Federal	Annually	5/26/2017	progress report	contact FDA
15	SCDA Chemical Residue State Report	self-published		Annually	8/1/2017	summary of activity and results from the prior fiscal year	contact SCDA
16	FV-218 Federal - State Inspection Report	USDA AMS	Federal	Monthly		number and type of inspections performed under cooperative agreement	contact USDA AMS
17	Market News Reports	USDA AMS	Federal	weekly		20 Livestock reports, 50 Fruit & Vegetable Reports, and 6 Grain Reports to help producers and consumers make marketing decisions	agency website
18	Forms 922, 930, and 938	USDA Feed Grain Inspection Service (FGIS)	Federal	weekly		inspection activity report for soybeans, Dried Distillers Grain (DDGs), Stowage Exams	contact USDA FGIS
19	Poultry & Egg Inspection Statement of Services	USDA AMS	Federal	Monthly		volume and type of inspections performed under contract	contact USDA AMS

