

## Federal Management Regulation

## § 102–195.20

SOURCE: 66 FR 48358, Sept. 20, 2001, unless otherwise noted.

### § 102–195.5 What is the Interagency Reports Management Program and what is its purpose?

The Interagency Reports Management Program managed by GSA ensures that interagency reports and recordkeeping requirements are necessary, cost-effective, and comply with applicable laws and regulations.

### § 102–195.10 What is an interagency report?

An interagency report is a repetitive reporting requirement imposed by an agency on one or more other agencies.

### § 102–195.15 What must an agency do to implement the Interagency Reports Management Program?

To implement the Interagency Reports Management Program an agency must:

- (a) Annually review all interagency reporting requirements imposed on other agencies to assure that they remain necessary.
- (b) Consistent with law and regulation, seek information that other agencies have already obtained from the public rather than asking the public to provide the information again.
- (c) Every three years beginning November 1, 2001, provide the following information to GSA for each interagency report that will require the responding agencies as a whole to take more than 100 hours complying with it:
  - (1) Title.
  - (2) Purpose.
  - (3) Estimate of the reporting costs for the life of the report or for three years, whichever is sooner.
  - (4) An estimate of the time you will need to collect this information; *e.g.*, six months or six years.
  - (5) The name, telephone number, and e-mail address for the point of contact for each interagency report.

(6) Whether the report can be provided electronically, and if not, when such submissions will be allowed.

(d) Provide supporting documentation for cost estimates for review by GSA and responding agencies, if requested.

(e) Notify GSA and responding agencies when an interagency report is no longer needed.

(f) Provide responding agencies an opportunity to comment on any new or proposed revision to an interagency reporting requirement.

(g) Send information asked for in paragraphs (c), (d) and (e) of this section, along with any unresolved comments from responding agencies concerning an interagency reporting requirement in accordance with paragraph (f) of this section to:

General Services Administration  
Strategic IT Issues Division (MKB)  
1800 F Street, NW.  
Washington, DC 20405

### § 102–195.20 Are any interagency reports exempt from this program?

Yes, the following interagency reports are exempt from the Interagency Reports Management Program:

- (a) Legislative branch reports;
- (b) Office of Management and Budget (OMB) and other Executive Office of the President reports;
- (c) Judicial branch reports required by court order or decree; and
- (d) Reporting requirements for security of classified information. However, interagency reporting requirements for nonsensitive or unclassified sensitive information are not exempt, even if the information is later given a security classification by the requesting agency.

## PART 102–196—FEDERAL FACILITY RIDESHARING [RESERVED]

## PARTS 102–197—102–220 [RESERVED]

## SUBCHAPTERS H–Z [RESERVED] CHAPTERS 103–104 [RESERVED]