

## DRAFT 1-24-05

### Implementing the New OMB Policies for Federal Public Websites

OMB issued new policies for Federal public websites on December 17, 2004. Following is guidance on implementing those policies developed by the Interagency Committee on Government Information (ICGI).

OMB Policy	Implementation Guidance
<p><b>1. Establish and maintain information dissemination product inventories, priorities, and schedules</b></p> <p>a. Your agency is already required under OMB Circular A-130 and the Paperwork Reduction Act to disseminate information to the public in a timely, equitable, efficient and appropriate manner and to maintain inventories of information dissemination products</p> <p>b. Section 207 of the E-Government Act requires your agency to develop priorities and schedules for making government information available and accessible to the public, in accordance with public comment, and to post this information on your agency's website. Section 207 also requires your agency to report to OMB, as part of the agency's annual E-Government Act report, the final determinations of inventories, priorities, and schedules your agency has made.</p> <p>c. Your agency must also post to your agency's website any updates to your agency's final determination of inventories, priorities, and schedules and include this information in your agency's annual E-Government Act report.</p>	<ul style="list-style-type: none"><li>• Use suggested procedures for establishing priorities and schedules for posting content: <a href="http://www.firstgov.gov/webcontent/req6g.shtml">http://www.firstgov.gov/webcontent/req6g.shtml</a></li><li>• Provide access to documents in different file formats <a href="http://www.firstgov.gov/webcontent/req3c.shtml">http://www.firstgov.gov/webcontent/req3c.shtml</a></li><li>• Provide access for people with disabilities: <a href="http://www.firstgov.gov/webcontent/req6c.shtml">http://www.firstgov.gov/webcontent/req6c.shtml</a></li><li>• Provide access to people with limited English proficiency: <a href="http://www.firstgov.gov/webcontent/req6f.shtml">http://www.firstgov.gov/webcontent/req6f.shtml</a></li><li>• Provide common access to a broad range of visitors: <a href="http://www.firstgov.gov/webcontent/req3a.shtml">http://www.firstgov.gov/webcontent/req3a.shtml</a></li><li>• Provide dates and ensure content is current: <a href="http://www.firstgov.gov/webcontent/req1d.shtml">http://www.firstgov.gov/webcontent/req1d.shtml</a></li><li>• Organize content according to citizen needs: <a href="http://www.firstgov.gov/webcontent/req2a.shtml">http://www.firstgov.gov/webcontent/req2a.shtml</a></li><li>• Use basic common content and placement: <a href="http://www.firstgov.gov/webcontent/req2d.shtml">http://www.firstgov.gov/webcontent/req2d.shtml</a><ul style="list-style-type: none"><li>○ <a href="#">Contact information</a></li><li>○ <a href="#">Site Map or Subject Index</a></li><li>○ <a href="#">Common or Frequently Asked Questions</a></li><li>○ <a href="#">Online Services</a></li><li>○ <a href="#">Forms and Publications</a></li><li>○ <a href="#">Jobs</a></li><li>○ <a href="#">Information about Regulations</a></li><li>○ <a href="#">Information about Grants and Contracts</a></li></ul></li><li>• Measure customer satisfaction and usability: <a href="http://www.firstgov.gov/webcontent/req2e.shtml">http://www.firstgov.gov/webcontent/req2e.shtml</a></li><li>• Write and organize homepage from the viewpoint of the public <a href="http://www.firstgov.gov/webcontent/req2b.shtml">http://www.firstgov.gov/webcontent/req2b.shtml</a></li><li>• Use consistent navigation <a href="http://www.firstgov.gov/webcontent/req3e.shtml">http://www.firstgov.gov/webcontent/req3e.shtml</a></li><li>• Use plain language: <a href="http://www.firstgov.gov/webcontent/req3b.shtml">http://www.firstgov.gov/webcontent/req3b.shtml</a></li><li>• Link to the home page <a href="http://www.firstgov.gov/webcontent/req4d.shtml">http://www.firstgov.gov/webcontent/req4d.shtml</a></li><li>• Ensure continuity of operations during emergencies <a href="http://www.firstgov.gov/webcontent/req3i.shtml">http://www.firstgov.gov/webcontent/req3i.shtml</a></li><li>• Avoid duplication <a href="http://www.firstgov.gov/webcontent/req4a.shtml">http://www.firstgov.gov/webcontent/req4a.shtml</a></li><li>• Collaborate in developing cross-agency portals <a href="http://www.firstgov.gov/webcontent/req4b.shtml">http://www.firstgov.gov/webcontent/req4b.shtml</a></li><li>• Inform audiences of website changes: <a href="http://www.firstgov.gov/webcontent/req3h.shtml">http://www.firstgov.gov/webcontent/req3h.shtml</a></li></ul>

OMB Policy	Implementation Guidance
	<ul style="list-style-type: none"> <li>• Follow basic linking practices: <a href="http://www.firstgov.gov/webcontent/req1c.shtml">http://www.firstgov.gov/webcontent/req1c.shtml</a></li> </ul> <p><b>Supporting documents:</b></p> <ul style="list-style-type: none"> <li>• OMB A-130, "Management of Federal Information Resources" <a href="http://www.whitehouse.gov/omb/memoranda/fy2005/m05-04.pdf">http://www.whitehouse.gov/omb/memoranda/fy2005/m05-04.pdf</a></li> <li>• Paperwork Reduction Act</li> <li>• E-Government Act of 2002, Section 207</li> </ul>
<p><b>2. Ensure information quality</b></p> <p>A. Your agency is already required under the Information Quality Act and associated guidelines to maximize the quality, objectivity, utility, and integrity of information and services provided to the public. This includes making information and services available on a timely and equitable basis.</p> <p>B. Agencies must reasonably assure suitable information and service quality, consistent with the level of importance of the information. Reasonable steps include: 1) clearly identifying the limitations inherent in the information dissemination product (e.g., possibility of errors, degree of reliability, and validity) so users are fully aware of the quality and integrity of the information or service, 2) taking reasonable steps to remove the limitations inherent in the information, and 3) reconsidering delivery of the information or services.</p>	<ul style="list-style-type: none"> <li>• Provide dates and ensure content is current <a href="http://www.firstgov.gov/webcontent/req1d.shtml">http://www.firstgov.gov/webcontent/req1d.shtml</a></li> <li>• Provide access to documents in different file formats <a href="http://www.firstgov.gov/webcontent/req3c.shtml">http://www.firstgov.gov/webcontent/req3c.shtml</a></li> <li>• Provide access for people with disabilities: <a href="http://www.firstgov.gov/webcontent/req6c.shtml">http://www.firstgov.gov/webcontent/req6c.shtml</a></li> <li>• Provide access to people with limited English proficiency: <a href="http://www.firstgov.gov/webcontent/req6f.shtml">http://www.firstgov.gov/webcontent/req6f.shtml</a></li> <li>• Provide common access to a broad range of visitors: <a href="http://www.firstgov.gov/webcontent/req3a.shtml">http://www.firstgov.gov/webcontent/req3a.shtml</a></li> <li>• Measure customer satisfaction and usability: <a href="http://www.firstgov.gov/webcontent/req2e.shtml">http://www.firstgov.gov/webcontent/req2e.shtml</a></li> <li>• Organize content according to citizen needs: <a href="http://www.firstgov.gov/webcontent/req2a.shtml">http://www.firstgov.gov/webcontent/req2a.shtml</a></li> <li>• Write and organize homepage from the viewpoint of the public <a href="http://www.firstgov.gov/webcontent/req2b.shtml">http://www.firstgov.gov/webcontent/req2b.shtml</a></li> <li>• Use consistent navigation <a href="http://www.firstgov.gov/webcontent/req3e.shtml">http://www.firstgov.gov/webcontent/req3e.shtml</a></li> <li>• Use basic common content and placement: <a href="http://www.firstgov.gov/webcontent/req2d.shtml">http://www.firstgov.gov/webcontent/req2d.shtml</a> <ul style="list-style-type: none"> <li>○ <a href="#">Contact information</a></li> <li>○ <a href="#">Site Map or Subject Index</a></li> <li>○ <a href="#">Common or Frequently Asked Questions</a></li> <li>○ <a href="#">Online Services</a></li> <li>○ <a href="#">Forms and Publications</a></li> <li>○ <a href="#">Jobs</a></li> <li>○ <a href="#">Information about Regulations</a></li> <li>○ <a href="#">Information about Grants and Contracts</a></li> </ul> </li> <li>• Use plain language: <a href="http://www.firstgov.gov/webcontent/req3b.shtml">http://www.firstgov.gov/webcontent/req3b.shtml</a></li> <li>• Avoid duplication <a href="http://www.firstgov.gov/webcontent/req4a.shtml">http://www.firstgov.gov/webcontent/req4a.shtml</a></li> <li>• Collaborate in developing cross-agency portals <a href="http://www.firstgov.gov/webcontent/req4b.shtml">http://www.firstgov.gov/webcontent/req4b.shtml</a></li> <li>• Follow basic linking practices: <a href="http://www.firstgov.gov/webcontent/req1c.shtml">http://www.firstgov.gov/webcontent/req1c.shtml</a></li> <li>• Ensure Information Quality: <a href="http://www.firstgov.gov/webcontent/req6e.shtml">http://www.firstgov.gov/webcontent/req6e.shtml</a></li> <li>• Avoid publishing information on the public website that is just for employees: <a href="http://www.firstgov.gov/webcontent/req2c.shtml">http://www.firstgov.gov/webcontent/req2c.shtml</a></li> </ul>

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	<p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• Information Quality Act</li> <li>• “Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information disseminated by Federal agencies: (67 FR 5365)</li> </ul>
<p><b>3. Establish and enforce agency-wide linking policies</b></p> <p>A. Agencies must now establish and enforce explicit agency-wide linking policies describing management controls for linking within and beyond the agency.</p> <p>B. These policies must appropriately limit external linking to information or services necessary for the proper performance of an agency function.</p> <p>C. Agency linking policies must also include reasonable management controls to assure external links remain active or otherwise continue to provide the level of quality (including objectivity, utility, and integrity) as intended by the agency and expected by users.</p> <p>D. OMB’s Information Quality guidelines exclude hyperlinks from the definition of information. This exclusion does not remove agency responsibility to exercise due diligence when determining whether to link externally. Therefore, when an agency determines external links are necessary for and material to the presentation of agency information or the delivery of services in the proper performance of an agency function, they must take reasonable steps to ensure the presentation is accurate, relevant, timely, and complete.</p> <p>E. Agencies must reasonably assure suitable information and service quality, consistent with the level of importance of the information. Reasonable steps include: 1) clearly identifying the limitations inherent in the information dissemination product e.g., possibility of errors, degree of reliability, and validity) so users are fully aware of the quality and integrity of the information or service, 2) taking reasonable steps to remove the limitations inherent in the information, and 3) reconsidering linking to the information or services. Agency links to commercial organizations or interest groups present special challenges with respect to maintaining agency objectivity and thus must be used judiciously.</p> <p>F. Agency linking policies must identify mandatory links and post (or link to) the following information on their principal website and any known major entry points to their sites: 1) the agency’s strategic plan and annual performance plans; 2)</p>	<ul style="list-style-type: none"> <li>• Follow basic linking practices: <a href="http://www.firstgov.gov/webcontent/req1c.shtml">http://www.firstgov.gov/webcontent/req1c.shtml</a></li> <li>• Include required links: <a href="http://www.firstgov.gov/webcontent/req2d10.shtml">http://www.firstgov.gov/webcontent/req2d10.shtml</a></li> <li>• Post strategic plans: <a href="http://www.firstgov.gov/webcontent/req6l.shtml">http://www.firstgov.gov/webcontent/req6l.shtml</a></li> <li>• Post a link to FOIA: <a href="http://www.firstgov.gov/webcontent/req6d.shtml">http://www.firstgov.gov/webcontent/req6d.shtml</a></li> <li>• Post a link to privacy policies: <a href="http://www.firstgov.gov/webcontent/req6a.shtml">http://www.firstgov.gov/webcontent/req6a.shtml</a></li> <li>• Post a link to No Fear data: <a href="http://www.firstgov.gov/webcontent/req6o.shtml">http://www.firstgov.gov/webcontent/req6o.shtml</a></li> <li>• Post a small business point-of-contact: <a href="http://www.firstgov.gov/webcontent/req6m.shtml">http://www.firstgov.gov/webcontent/req6m.shtml</a></li> <li>• Post strategic and performance plans and organizational Info: <a href="http://www.firstgov.gov/webcontent/req2d2.shtml">http://www.firstgov.gov/webcontent/req2d2.shtml</a></li> <li>• Post a link to FirstGov: <a href="http://www.firstgov.gov/webcontent/req4e.shtml">http://www.firstgov.gov/webcontent/req4e.shtml</a></li> <li>• Links to other cross-agency portals: <a href="http://www.firstgov.gov/webcontent/req4c.shtml">http://www.firstgov.gov/webcontent/req4c.shtml</a></li> </ul> <p><b>Supporting documentation:</b></p> <ul style="list-style-type: none"> <li>• E-Gov Act of 2002 (Section 7)</li> <li>• No Fear Act of 2002</li> <li>• Small Business Paperwork Relief Act of 2002</li> <li>• OMB memorandum M-03-22, “OMB Guidance for Implementing the Privacy Provisions of the E-Government Act of 2002” <a href="http://www.whitehouse.gov/omb/memoranda/m03-22.html">http://www.whitehouse.gov/omb/memoranda/m03-22.html</a></li> </ul>

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<p>descriptions of agency organizational structure, mission and statutory authority; 3) information made available under the Freedom of Information Act; 4); specific website privacy policies; 5) FirstGov.gov; 6) summary statistical data about equal employment opportunity complaints filed with the agency and written notification of “Whistleblower” rights and protections as required by the No Fear Act of 2002; 7) the agency point of contact for small businesses as required by the Small Business Paperwork Relief Act of 2002; and 8) other crossgovernment portals or links required by law or policy.</p>	
<p><b>4. Communicate with the public, state, and local Governments</b></p> <p>A. Your agency is already required under OMB Circular A-1304 to establish and maintain communications with members of the public and with State and local governments to ensure your agency creates information dissemination products meeting their respective needs.</p> <p>B. Your agency is already required under the Paperwork Reduction Act to manage information collections from the public or State and local governments (including website surveys or questionnaires) in the manner prescribed in OMB’s guidance in 5 CFR section 1320. For additional information see:  <a href="http://www.access.gpo.gov/nara/cfr/waisidx_99/5cfr1320_99.html">http://www.access.gpo.gov/nara/cfr/waisidx_99/5cfr1320_99.html</a></p>	<ul style="list-style-type: none"> <li>• Measure customer satisfaction and usability and use results to improve your website: <a href="http://www.firstgov.gov/webcontent/req2e.shtml">http://www.firstgov.gov/webcontent/req2e.shtml</a></li> <li>• Paperwork Reduction Act <a href="http://www.firstgov.gov/webcontent/req6h.shtml">http://www.firstgov.gov/webcontent/req6h.shtml</a></li> </ul> <p><b>Supporting documents:</b></p> <ul style="list-style-type: none"> <li>• OMB A-130 (section 8a6)</li> <li>• 5 CFR section 1320</li> </ul>
<p><b>5. Search public websites</b></p> <p>A. You are already required under OMB Circular A-130 to assist the public in locating government information.</p> <p>B. You must now ensure your agency’s principal public website and any major entry point include a search function. However, agencies may determine in limited circumstances (e.g., for small websites) site maps or subject indexes are more effective than a typical search function.</p> <p>C. By December 31, 2005, this search function should, to the extent practicable and necessary to achieve intended purposes, permit searching of all files intended for public use on the website, display search results in order of relevancy to search criteria, and provide response times appropriately equivalent to industry best practices.</p> <p>D. By December 31, 2005, agency public websites should to the extent practicable and necessary to achieve intended purposes, provide all data in an open, industry standard format permitting users to aggregate, disaggregate, or</p>	<ul style="list-style-type: none"> <li>• Categorization of Information: <a href="http://www.firstgov.gov/webcontent/req6p.shtml">http://www.firstgov.gov/webcontent/req6p.shtml</a></li> <li>• Have search and search standards: <a href="http://www.firstgov.gov/webcontent/req3f.shtml">http://www.firstgov.gov/webcontent/req3f.shtml</a></li> <li>• Use standard metadata: <a href="http://www.firstgov.gov/webcontent/req3g.shtml">http://www.firstgov.gov/webcontent/req3g.shtml</a></li> <li>• Provide appropriate access to data: <a href="http://www.firstgov.gov/webcontent/req3d.shtml">http://www.firstgov.gov/webcontent/req3d.shtml</a></li> <li>• Inform audiences of website changes:  <a href="http://www.firstgov.gov/webcontent/req3h.shtml">http://www.firstgov.gov/webcontent/req3h.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• A-130 (section 8)</li> <li>• E-Gov Act of 2002 (Section 207 (f))</li> </ul>

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<p>otherwise manipulate and analyze the data to meet their needs.</p> <p>E. Agencies should note the Interagency Committee on Government Information has provided to OMB recommendations for organizing, categorizing, and searching for government information. By December 17, 2005, OMB will issue any necessary additional policies in this area.</p>	
<p><b>6. Use approved domains</b></p> <p>A. Your agency must use only .gov, .mil, or Fed.us domains unless the agency head explicitly determines another domain is necessary for the proper performance of an agency function.</p> <p>B. This requirement recognizes the proper performance of agency functions includes an obligation for clear and unambiguous public notification of the agency's involvement in or sponsorship of its information dissemination products including public websites. It also recognizes in certain limited circumstances other domains may be necessary for the proper performance of an agency function.</p>	<ul style="list-style-type: none"> <li>• Use Government domains: <a href="http://www.firstgov.gov/webcontent/req1a.shtml">http://www.firstgov.gov/webcontent/req1a.shtml</a></li> <li>• Show U.S. sponsorship: <a href="http://www.firstgov.gov/webcontent/req1b.shtml">http://www.firstgov.gov/webcontent/req1b.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• GSA policy on domains</li> <li>• DOD policy on domains</li> </ul>
<p><b>7. Implement security controls</b></p> <p>A. Your agency is already required to implement security policies in OMB Circular A-130, Appendix III; OMB memorandum M-04-25, "Reporting Instructions for the Federal Information Security Management Act and Updated Guidance on Quarterly IT Security Reporting;" National Institute of Standards and Technology (NIST) Special Publication 800-44, "Guidelines on Securing Public Web Servers;" and other associated guidance from NIST. For additional information see: <a href="http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html">http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html</a>, <a href="http://csrc.nist.gov/policies/FISMA-final.pdf">http://csrc.nist.gov/policies/FISMA-final.pdf</a>, <a href="http://www.whitehouse.gov/omb/memoranda/fy04/m04-25.pdf">http://www.whitehouse.gov/omb/memoranda/fy04/m04-25.pdf</a>, <a href="http://csrc.nist.gov/publications/nistpubs/800-44/sp800-44.pdf">http://csrc.nist.gov/publications/nistpubs/800-44/sp800-44.pdf</a></p> <p>B. Your agency is already required to provide adequate security controls to ensure information is resistant to tampering to preserve accuracy, remains confidential as necessary, and the information or service is available as intended by the agency and expected by users. Agencies must also implement management controls to prevent the inappropriate disclosure of sensitive information.</p>	<ul style="list-style-type: none"> <li>• Establish security protocols to protect information: <a href="http://www.firstgov.gov/webcontent/req6b.shtml">http://www.firstgov.gov/webcontent/req6b.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• OMB Circular A-130, Appendix III <a href="http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html">http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html</a></li> <li>• OMB memorandum M-04-25, "Reporting Instructions for the Federal Information Security Management Act and Updated Guidance on Quarterly IT Security Reporting" <a href="http://www.whitehouse.gov/omb/memoranda/fy04/m04-25.pdf">http://www.whitehouse.gov/omb/memoranda/fy04/m04-25.pdf</a></li> <li>• National Institute of Standards and Technology Special Publication 800-44, "Guidelines on Securing Public Web Servers" <a href="http://csrc.nist.gov/publications/nistpubs/800-44/sp800-44.pdf">http://csrc.nist.gov/publications/nistpubs/800-44/sp800-44.pdf</a> <a href="http://csrc.nist.gov/policies/FISMA-final.pdf">http://csrc.nist.gov/policies/FISMA-final.pdf</a></li> </ul>
<p><b>8. Protect privacy</b></p> <p>A. Your agency is already expected to protect the privacy of information about members of the public by continuing to</p>	<ul style="list-style-type: none"> <li>• Implement privacy requirements: <a href="http://www.firstgov.gov/webcontent/req6a.shtml">http://www.firstgov.gov/webcontent/req6a.shtml</a></li> </ul> <p><b>Supporting documents</b></p>

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<p>implement OMB Circular A-130 Appendix I and OMB memorandum M-03-22, "OMB Guidance for Implementing the Privacy Provisions of the E-Government Act of 2002." For additional information see: <a href="http://www.whitehouse.gov/omb/memoranda/m03-22.html">http://www.whitehouse.gov/omb/memoranda/m03-22.html</a></p>	<ul style="list-style-type: none"> <li>• OMB Circular A-130 Appendix I</li> <li>• OMB memorandum M-03-22, "OMB Guidance for Implementing the Privacy Provisions of the E-Government Act of 2002" <a href="http://www.whitehouse.gov/omb/memoranda/m03-22.html">http://www.whitehouse.gov/omb/memoranda/m03-22.html</a></li> <li>• E-Government Act of 2002</li> </ul>
<p><b>9. Maintain accessibility</b></p> <p>A. Your agency is already required to ensure accessibility for individuals with disabilities by implementing Section 508 of the Rehabilitation Act (29 U.S.C. 794d). Federal agency public websites must be designed to make information and services fully available to individuals with disabilities. For additional information see: <a href="http://www.access-board.gov/index.htm">http://www.access-board.gov/index.htm</a></p> <p>B. Your agency is already required to provide appropriate access for people with limited English proficiency by implementing Department of Justice guidance for Executive Order 13166, "Improving Access to Services for People with Limited English Proficiency." Agencies must determine whether any individual document on their Federal agency public website(s) requires translation. For additional information see: <a href="http://www.usdoj.gov/crt/cor/Pubs/lepqa.htm">http://www.usdoj.gov/crt/cor/Pubs/lepqa.htm</a></p>	<ul style="list-style-type: none"> <li>• Provide access for people with disabilities: <a href="http://www.firstgov.gov/webcontent/req6c.shtml">http://www.firstgov.gov/webcontent/req6c.shtml</a></li> <li>• Provide access to people with limited English proficiency: <a href="http://www.firstgov.gov/webcontent/req6f.shtml">http://www.firstgov.gov/webcontent/req6f.shtml</a></li> <li>• Provide common access to a broad range of visitors: <a href="http://www.firstgov.gov/webcontent/req3a.shtml">http://www.firstgov.gov/webcontent/req3a.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• The Access Board: <a href="http://www.access-board.gov/index.htm">http://www.access-board.gov/index.htm</a></li> <li>• Executive Order 13166, "Improving Access to Services for People with Limited English Proficiency" <a href="http://www.usdoj.gov/crt/cor/Pubs/eopqa.htm">http://www.usdoj.gov/crt/cor/Pubs/eopqa.htm</a></li> <li>• DOJ guidance on Executive Order 13166: <a href="http://www.usdoj.gov/crt/cor/Pubs/lepqa.htm">http://www.usdoj.gov/crt/cor/Pubs/lepqa.htm</a></li> </ul>
<p><b>10. Manage records</b></p> <p>A. You are already required to meet records management requirements by implementing OMB Circular A-130 and guidance from the National Archives and Records Administration. See 36 Code of Federal Regulations (CFR), Parts 1220-1238). For additional information see: <a href="http://www.archives.gov/records_management/index.html">http://www.archives.gov/records_management/index.html</a></p>	<ul style="list-style-type: none"> <li>• Comply with records management: <a href="http://www.firstgov.gov/webcontent/req6j.shtml">http://www.firstgov.gov/webcontent/req6j.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• A-130: <a href="http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html">http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html</a></li> </ul>
<p><b>Additional Laws related to federal public websites</b></p> <p>A. Government Paperwork Elimination Act requires, when practical, agencies must use electronic forms, electronic filing, and electronic signatures to conduct official business with the public.</p> <p>B. Digital Rights, Copyright, Trademark, and Patent Laws require agencies that duplicate information available from the private sector to protect property rights and to review content to determine if it is subject to international copyright laws.</p> <p>C. Federal public websites may not be used for direct or indirect lobbying.</p>	<ul style="list-style-type: none"> <li>• Examples of how to implement the Government Paperwork Elimination Act: <a href="http://www.firstgov.gov/webcontent/req6i.shtml">http://www.firstgov.gov/webcontent/req6i.shtml</a></li> <li>• Guidance on Digital Rights, Copyright, Trademark, and Patent Laws: <a href="http://www.firstgov.gov/webcontent/req6k.shtml">http://www.firstgov.gov/webcontent/req6k.shtml</a></li> <li>• Restrictions on Lobbying: <a href="http://www.firstgov.gov/webcontent/req6n.shtml">http://www.firstgov.gov/webcontent/req6n.shtml</a></li> </ul> <p><b>Supporting documents</b></p> <ul style="list-style-type: none"> <li>• Government Paperwork Elimination Act <a href="http://www.archives.gov/records_management/policy_and_guidance/electronic_signature_technology.html">http://www.archives.gov/records_management/policy_and_guidance/electronic_signature_technology.html</a></li> <li>• Digital Millennium Copyright act: <a href="http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=105_cong_public_laws&amp;docid=f:publ304.105.pdf">http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=105_cong_public_laws&amp;docid=f:publ304.105.pdf</a></li> <li>• Copyright law: <a href="http://www.copyright.gov">http://www.copyright.gov</a></li> <li>• U.S. Trademark Law: <a href="http://www.uspto.gov/eb/offices/tac/tmlaw2.html">http://www.uspto.gov/eb/offices/tac/tmlaw2.html</a></li> <li>• U.S. Patent Law, U.S. Code 35, Chapter 26: <a href="http://frwebgate.access.gpo.gov/cgi-">http://frwebgate.access.gpo.gov/cgi-</a></li> </ul>

**DRAFT 1-24-05**

<b>OMB Policy</b>	<b>Implementation Guidance</b>
	<a href="http://bin/getdoc.cgi?dbname=browse_use&amp;docid=Cite:+35USC261">bin/getdoc.cgi?dbname=browse_use&amp;docid=Cite:+35USC261</a> <ul style="list-style-type: none"><li data-bbox="892 199 1583 227">• "Prohibition of Lobbying," Title 18, Section 1913 U.S.C</li></ul>