

## Appendix G: Agency IQA Guidelines

Agency	Press Releases Exempt?	Agency Guidelines on Press Releases	Databases Addressed?	Agency Guidelines on Databases
<b>Access Board</b>	Unclear.	Unlike most agency guidelines, the Access Board's guidelines do not address "press releases." <i>See</i> <a href="http://www.access-board.gov/the-board/policies/information-quality">http://www.access-board.gov/the-board/policies/information-quality</a> .	No	
<b>Chemical Safety and Hazard Investigation Board</b>	Yes. Broad exemption.	Board guidelines define "dissemination" as excluding "press releases." <i>See</i> <a href="http://www.csb.gov/UserFiles/file/legal/FinalDataQualityGuidelines.pdf">http://www.csb.gov/UserFiles/file/legal/FinalDataQualityGuidelines.pdf</a> .	No	
<b>Commodity Futures Trading Commission</b>	Yes. Narrow exemption.	CFTC guidelines exclude "press releases, publications, or consumer information that announces, supports the announcement of, or gives public notice of information the Commission has disseminated elsewhere." <i>See</i> <a href="http://www.cftc.gov/WebPolicy/index.htm#information">http://www.cftc.gov/WebPolicy/index.htm#information</a> .	No	
<b>Consumer Product Safety Commission</b>	Yes. Broad exemption.	CPSC guidelines exempt the same materials exempt under OMB guidelines, and thus would exempt press releases. <i>See</i> <a href="http://www.cpsc.gov/en/research--statistics/information-quality-guidelines/information-quality-requests-for-correction/">http://www.cpsc.gov/en/research--statistics/information-quality-guidelines/information-quality-requests-for-correction/</a> .	Yes	CPSC guidelines discuss quality standards for its death, injury, and compliance action databases: "Many of the information products disseminated by CPSC are created using information in death, injury and compliance action databases. These databases contain information used to perform standards effectiveness studies, special investigation studies, emerging hazard evaluation and other technical analyses. CPSC conducts ongoing internal quality assurance reviews of information in its database systems. These reviews include checks for accuracy, completeness, and consistency to ensure high quality. Often these databases contain information from external sources. Data and procedures are reviewed to ensure that data from external sources are properly transferred into the database." <i>See</i> <a href="http://www.cpsc.gov/en/research--statistics/information-quality-guidelines/information-quality-requests-for-correction/">http://www.cpsc.gov/en/research--statistics/information-quality-guidelines/information-quality-requests-for-correction/</a> .
<b>Corporation for National and Community Service</b>	Yes. Broad exemption.	The agency's guidelines exclude "press releases" from the definition of "dissemination." <i>See</i> <a href="http://www.nationalservice.gov/policies-and-procedures/information-quality-guidelines">http://www.nationalservice.gov/policies-and-procedures/information-quality-guidelines</a> .	No	
<b>Defense Nuclear Facilities Safety Board</b>	Yes. Narrow exemption.	The guidelines exclude "Press releases, fact sheets, press conferences or similar communications in any medium that announce, support the announcement, or give public notice of information the Board has disseminated elsewhere[.]" <i>See</i> <a href="http://www.dnfsb.gov/policies/information-quality">http://www.dnfsb.gov/policies/information-quality</a> .	No	
<b>Department of Agriculture</b>	Yes. Narrow exemption.	The agency's guidelines exempt "Press releases, fact sheets, press conferences, or similar communications in any medium that announce, support the announcement, or give public notice of information that USDA has disseminated elsewhere." <i>See</i> <a href="http://www.ocio.usda.gov/policy-directives-records-forms/information-quality-activities">http://www.ocio.usda.gov/policy-directives-records-forms/information-quality-activities</a> .	No	

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<b>Department of Commerce</b>	Yes. Narrow exemption.	Although the Department's guidelines adopt the OMB's definitions, which exclude press releases, the Department explains in responses to commenters that it only excludes press releases and "not any background information on which the press release is based." See <a href="http://ocio.os.doc.gov/ITPolicyandPrograms/Information_Quality/index.htm">http://ocio.os.doc.gov/ITPolicyandPrograms/Information_Quality/index.htm</a> .	No	
<b>Department of Defense</b>	Yes. Broad exemption.	The Department defines "dissemination" as excluding press releases. See <a href="http://www.defenselink.mil/pubs/dodiqguidelines.html">http://www.defenselink.mil/pubs/dodiqguidelines.html</a> .	No	
<b>Department of Education</b>	Yes. Narrow exemption.	The Department's guidelines do not cover "Press releases, unless they contain new substantive information that was not covered by previously released [sic]." See <a href="http://www2.ed.gov/policy/gen/guid/infoqualguide.html">http://www2.ed.gov/policy/gen/guid/infoqualguide.html</a> .	No	
<b>Department of Energy</b>	Yes. Narrow exemption.	The agency's guidelines explain that "Dissemination also does not include ... (1) Press releases, including but not limited to fact sheets, press conferences or similar communications in any medium that announce, support the announcement or give public notice of information a DOE Element has disseminated elsewhere[.]" See <a href="http://www.cio.energy.gov/infoquality.htm">http://www.cio.energy.gov/infoquality.htm</a> .	No	
<b>Department of Health and Human Services</b>	Yes. Narrow exemption.	"The guidelines do not apply to distribution of information limited to correspondence with individuals or persons, press releases that support the announcement or give public notice of information that the agency disseminates elsewhere, archival material, public filings, subpoenas or adjudicative processes." See <a href="http://aspe.hhs.gov/infoquality/requests.shtml">http://aspe.hhs.gov/infoquality/requests.shtml</a> .	No	
<b>Department of Housing and Urban Development</b>	Yes. Broad exemption.	"Dissemination does NOT include the following types of information and hence this information is not subject to these guidelines: ... Press releases and other information of an ephemeral nature, advising the public of an event or activity of a finite duration—regardless of medium[.]" See <a href="http://www.hud.gov/offices/adm/grants/qualityinfo/qualityinfo.cfm">http://www.hud.gov/offices/adm/grants/qualityinfo/qualityinfo.cfm</a> .	No	
<b>Department of Homeland Security</b>	Yes. Broad exemption.	The agency's guidelines provide that dissemination "also does not include distribution intended to be limited to: correspondence with individuals or persons, press releases, archival records, public filings, subpoenas or adjudicative processes." <a href="http://www.dhs.gov/dhs-information-quality-standards">http://www.dhs.gov/dhs-information-quality-standards</a> .	No	
<b>Department of Justice</b>	Yes. Broad exemption.	"In addition the guidance does not apply to information disseminated in ... press releases, fact sheets, press conferences or similar communications (in any medium) that announce, support or give public notice of information in DOJ[.]" See <a href="http://www.justice.gov/iqpr/information-quality">http://www.justice.gov/iqpr/information-quality</a> .	No	
<b>Department of Labor</b>	Yes. Narrow exemption.	"These guidelines do not apply to the following: . . . Press releases (except where the press release itself is the primary source of the information)[.]" See <a href="http://www.dol.gov/informationquality.htm">http://www.dol.gov/informationquality.htm</a> .	No	

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<b>Department of State</b>	Yes. Broad exemption.	The Department's guidelines explain that press releases are not subject to the guidelines. They also note that "Dissemination does not include distributions of information or other materials that are ... (e) distributed to the press as a summary of a recent event or Department action." <i>See</i> <a href="http://www.state.gov/misc/49492.htm">http://www.state.gov/misc/49492.htm</a> .	No	
<b>Department of the Interior</b>	Yes, but unclear whether the exemption is broad or narrow.	"These Information Quality Guidelines do not apply to press releases, fact sheets, press conferences or similar communications in any medium that announce, support the announcement, or give public notice of information DOI has disseminated elsewhere." But the guidelines also define "dissemination" to "not include distribution limited to: correspondence with individuals or persons, press releases, archival records, public filings, subpoenas or adjudicative processes." <i>See</i> <a href="http://www.doi.gov/ocio/information_management/iq.cfm">http://www.doi.gov/ocio/information_management/iq.cfm</a> .	No	
<b>Department of Transportation:</b>	Yes, but unclear whether the exemption is broad or narrow.	The guidelines exempt "Press releases and other information of an ephemeral nature, advising the public of an event or activity of a finite duration - regardless of medium. Information products referenced in such releases may be subject to the guidelines, however (e.g., a study referred to in a press release)[.]" <i>See</i> <a href="http://www.rita.dot.gov/bts/sites/rita.dot.gov.bts/files/subject_areas/statistical_policy_and_research/data_quality_guidelines/html/guidelines.html">http://www.rita.dot.gov/bts/sites/rita.dot.gov.bts/files/subject_areas/statistical_policy_and_research/data_quality_guidelines/html/guidelines.html</a> .	No	
<b>Department of the Treasury</b>	Yes. Broad exemption.	The guidelines define "dissemination" as not including "press releases." <i>See</i> <a href="http://www.treasury.gov/about/organizational-structure/offices/Mgt/Pages/infoqual.aspx">http://www.treasury.gov/about/organizational-structure/offices/Mgt/Pages/infoqual.aspx</a> .	No	
<b>Department of Veterans Affairs</b>	Yes. Narrow exemption.	The guidelines "do not apply to correspondence with individuals, press releases (unless they contain new substantive information not covered by a previous information dissemination subject to the guidelines)[.]" <i>See</i> <a href="https://www.federalregister.gov/articles/2002/10/01/02-24917/final-information-quality-guidelines">https://www.federalregister.gov/articles/2002/10/01/02-24917/final-information-quality-guidelines</a> .	No	

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<b>Environmental Protection Agency</b>	Yes. Narrow exemption.	The guidelines define "dissemination" as excluding "Information of an ephemeral nature, such as press releases, fact sheets, press conferences, and similar communications, in any medium that advises the public of an event or activity or announces information EPA has disseminated elsewhere... If a speech, press release, or other "ephemeral" communication is about an information product disseminated elsewhere by EPA, the product itself will be covered by these Guidelines." Note, however, that the EPA indicated in response to a commenter that "EPA has created a category for information of an 'ephemeral' nature, including press releases, speeches, and the like. The intent was that the Guidelines should not cover communications that merely serve as announcements, or for other reasons are intended to be fleeting or of limited duration." In this response (located in the Appendix to the guidelines) the EPA did not include the caveat that the information must have been disseminated elsewhere for the exemption to apply. <i>See</i> <a href="http://epa.gov/quality/informationguidelines/iqg-list.html">http://epa.gov/quality/informationguidelines/iqg-list.html</a> .	No	
<b>Equal Employment Opportunity Commission</b>	Yes. Narrow exemption.	"Examples of information generally NOT covered by these guidelines include: ... Press releases announcing or describing recent events or EEOC enforcement actions; and press releases, fact sheets, press conferences or similar communications in any medium that announce, support the announcement or give public notice of information EEOC has disseminated elsewhere." This language suggests that <i>both</i> press releases describing recent events or enforcement actions (whether or not the information has been disseminated elsewhere), and press releases that cover information that has been disseminated elsewhere would be exempt. <i>See</i> <a href="http://www.eeoc.gov/eeoc/plan/informationquality/index.cfm">http://www.eeoc.gov/eeoc/plan/informationquality/index.cfm</a> .	Unclear	The agency mentions a charge and complaint database and states that it conducts quality control on the database: "The EEOC conducts on-going quality assurance reviews of employment discrimination charges and settlement information in its data systems to ensure their accuracy. EEOC has a comprehensive data verification process in place involving coordinated efforts between headquarters, field office staff and managers to detect and correct data anomalies, outliers and missing information in its charge and complaint databases. This process combines direct staff review of data with computer programs and automated edit checks that generate data integrity reports." <i>See</i>
<b>Farm Credit Administration</b>	Yes. Narrow exemption.	The guidelines define "dissemination" as not including "press releases announcing information that the Agency has already disseminated elsewhere[.]" <i>See</i> <a href="https://www.fca.gov/Download/info_quality_guidelines.pdf">https://www.fca.gov/Download/info_quality_guidelines.pdf</a> .	No	
<b>Federal Communications Commission</b>	Yes. Narrow exemption.	The guidelines define "dissemination" as not including "press releases, in which the factual information has been previously released, and other non-scientific/non-statistical general, procedural, or organizational information[.]" <i>See</i> <a href="http://www.fcc.gov/omd/dataquality/welcome.html">http://www.fcc.gov/omd/dataquality/welcome.html</a> .	Unclear	The agency broadly defines "non-scientific/non-statistical general, procedural, or organizational information" (which is exempted under the definition of dissemination) to include "database search results." <i>See</i> <a href="http://www.fcc.gov/omd/dataquality/welcome.html">http://www.fcc.gov/omd/dataquality/welcome.html</a> .
<b>Federal Deposit Insurance Corporation</b>	Unclear.	The agency's guidelines do not define "dissemination" and do not address whether press releases are exempted. <i>See</i> <a href="http://www.fdic.gov/about/policies/#information">http://www.fdic.gov/about/policies/#information</a> .	No	
<b>Federal Energy Regulatory Commission</b>	Yes. Narrow exemption.	The guidelines exclude "[p]ress releases that support the announcement or give public notice of information the Commission has disseminated elsewhere[.]" <i>See</i> <a href="http://www.ferc.gov/resources/guides/filing-guide/file-correct/Information_Quality_Guidelines.pdf">http://www.ferc.gov/resources/guides/filing-guide/file-correct/Information_Quality_Guidelines.pdf</a> .	No	

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<b>Federal Maritime Commission</b>	Yes. Broad exemption.	"The information disseminated by the Commission primarily consists of adjudicatory decisions and press releases, but these types of documents, as well as certain other documents defined below, are excluded from coverage under the OMB guidelines." The guidelines then go on to define the term "dissemination" to exclude "correspondence with individuals or persons, press releases, archival records, public filings, subpoenas or adjudicative processes." <i>See</i> <a href="http://www.fmc.gov/about/information_quality_guideline_details.aspx">http://www.fmc.gov/about/information_quality_guideline_details.aspx</a> .	No	
<b>Federal Reserve Board</b>	Yes. Narrow exemption.	"Following are examples of information disseminated by the Board not covered by the guidelines: ... Press releases (if the attached information was previously released to the public)[.]" <i>See</i> <a href="http://www.federalreserve.gov/iq_guidelines.htm">http://www.federalreserve.gov/iq_guidelines.htm</a> .	No	
<b>Federal Trade Commission</b>	Yes. Narrow exemption.	"Dissemination" does not include "[p]ress releases, unless they contain new substantive information not covered by a previous information dissemination subject to the guidelines[.]" <i>See</i> <a href="https://www.ftc.gov/site-information/website-policy/data-quality-act">https://www.ftc.gov/site-information/website-policy/data-quality-act</a> .	No	
<b>General Services Administration</b>	Unclear.	The guidelines do not define the term "dissemination" and do not address whether press releases are exempted. <i>See</i> <a href="http://www.gsa.gov/portal/content/104725">http://www.gsa.gov/portal/content/104725</a> .	No	
<b>Institute of Museum and Library Services</b>	Yes. Narrow exemption.	"Dissemination does not include: ... press releases (unless they contain new substantive information not covered by a previous information dissemination subject to the guidelines)[.]" <i>See</i> <a href="http://www.ims.gov/about/guidelines_for_information_dissemination.aspx">http://www.ims.gov/about/guidelines_for_information_dissemination.aspx</a> .	No	
<b>Merit Systems Protection Board</b>	Yes. Narrow exemption.	"The Guidelines also do not apply to agency press releases, except to the extent that they contain new substantive information that has not been previously reviewed and disseminated in accordance with the Guidelines." <i>See</i> <a href="http://www.mspb.gov/netsearch/viewdocs.aspx?docnumber=251846&amp;version=252119&amp;application=ACROBAT">http://www.mspb.gov/netsearch/viewdocs.aspx?docnumber=251846&amp;version=252119&amp;application=ACROBAT</a> .	No	
<b>National Aeronautics and Space Administration</b>	Yes. Broad exemption.	"The following types of information are also exempted from this policy: ... Press releases[.]" <i>See</i> <a href="https://www.nasa.gov/sites/default/files/517756main_FINAL_NASA_guidelines.pdf">https://www.nasa.gov/sites/default/files/517756main_FINAL_NASA_guidelines.pdf</a> .	No	
<b>National Credit Union Administration</b>	Yes. Narrow exemption.	Defines "Information" to "not include ... press releases that announce or give public notice of information that the NCUA has disseminated elsewhere..." <i>See</i> <a href="http://www.ncua.gov/DataApps/Documents/InformationGuidelines.pdf">http://www.ncua.gov/DataApps/Documents/InformationGuidelines.pdf</a> .	No	

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<b>National Labor Relations Board</b>	Yes. Narrow exemption.	"Dissemination ... does not include ... press releases[.]" However, under the header "Information outside the scope of the guidelines," the agency includes "NLRB press releases, where substantive facts have been disseminated elsewhere." <i>See</i> <a href="http://www.nlr.gov/reports-guidance/public-notices/information-quality-guidelines">http://www.nlr.gov/reports-guidance/public-notices/information-quality-guidelines</a> .	No	
<b>National Transportation Safety Board</b>	Yes. Narrow exemption.	"The Safety Board issues or makes available the following public information, not covered by these guidelines. These items are excluded either because they refer to information otherwise represented as products which are covered by guidelines, or because they are primarily intended for inter- or intra-agency use. ... Press Releases." <i>See</i> <a href="http://www.nts.gov/about/Policies/Pages/quality.aspx">http://www.nts.gov/about/Policies/Pages/quality.aspx</a> .	Unclear	"Information publicly disseminated by the NTSB but not originating from or commissioned by the agency is not subject to these guidelines. The NTSB maintains and issues documents from other sources as part of its accident investigation dockets. The assurance for the quality of these documents is limited to maintaining them as they were provided to and used by the investigative staff. Correction to the content of these documents is the sole responsibility of the authoring individual or organization." <i>See</i> <a href="http://www.nts.gov/about/Policies/Pages/quality.aspx">http://www.nts.gov/about/Policies/Pages/quality.aspx</a> .
<b>Nuclear Regulatory Commission</b>	Yes. Narrow exemption.	"On the basis of the OMB guidelines, the types of NRC information exempt from the guidelines include, but are not limited to, the following: ... Agency press releases, fact sheets, press conferences, or similar communications (in any medium) that announce, support the announcement, or give public notice of information that the NRC has disseminated elsewhere." <i>See</i> <a href="http://www.nrc.gov/public-involve/info-quality/fr67p61695.html">http://www.nrc.gov/public-involve/info-quality/fr67p61695.html</a> .	No	
<b>Occupational Safety &amp; Health Review Commission</b>	Unclear.	The agency's guidelines contain a definition of "dissemination" that does not mention press releases. <i>See</i> <a href="http://www.oshrc.gov/infoquality/infoquality.html">http://www.oshrc.gov/infoquality/infoquality.html</a> .	No	
<b>Pension Benefit Guaranty Corporation</b>	Yes, but unclear whether the exemption is broad or narrow.	On one hand, the guidelines state that they "do not apply to the following: ... Press releases (except where the press release itself is the primary source of the information)[.]" However, the guidelines also define "dissemination" to exclude "press releases," without such language. <i>See</i> <a href="http://www.pbgc.gov/res/other-guidance/information-quality-guidelines.html">http://www.pbgc.gov/res/other-guidance/information-quality-guidelines.html</a> .	No	
<b>Social Security Administration</b>	Unclear.	The agency's guidelines contain a list of materials that are included in the guidelines and a second list of materials that are not included in the guidelines. Neither list mentions press releases. The guidelines also do not define the term "dissemination." <i>See</i> <a href="http://www.ssa.gov/515/requests.htm">http://www.ssa.gov/515/requests.htm</a> .	No	
<b>U.S. International Trade Commission</b>	Yes. Narrow exemption.	"These Guidelines also do not apply to press releases, fact sheets, press conferences or similar communications in any medium that announce, support the announcement, or give public notice of information the Commission has disseminated elsewhere." <i>See</i> <a href="http://www.usitc.gov/documents/infoqualgdl.pdf">http://www.usitc.gov/documents/infoqualgdl.pdf</a> .	No	