



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

ADMINISTRATOR
OFFICE OF
INFORMATION AND
REGULATORY AFFAIRS

February 7, 2019

MEMORANDUM FOR: REGULATORY POLICY OFFICERS AT EXECUTIVE DEPARTMENTS AND AGENCIES AND MANAGING AND EXECUTIVE DIRECTORS OF COMMISSIONS AND BOARDS

FROM: Neomi Rao, Administrator
Office of Information and Regulatory Affairs

SUBJECT: Spring 2019 Data Call for the Update of the *Unified Agenda of Federal Regulatory and Deregulatory Actions*

This data call requests information for the compilation of the Spring 2019 Update of the *Unified Agenda of Federal Regulatory and Deregulatory Actions* (“*Agenda*”). The *Agenda* provides important public notice and transparency about proposed regulatory and deregulatory actions within the Executive Branch. This process highlights agency priorities, promotes planning and coordination, and encourages public participation in the regulatory process.

Submissions to the Spring Update of the *Agenda* are due by **March 6, 2019**. Agencies should be prepared to brief the Office of Information and Regulatory Affairs (OIRA) on their regulatory reform priorities.

Priorities for the Spring 2019 Update to the *Unified Agenda*

Publication of the *Agenda* represents a key component of a longstanding regulatory planning mechanism under Executive Order 12866.¹ Agency submissions should highlight and reflect Administration priorities, including:

Meaningful regulatory reform. Agencies should focus on finalizing consequential regulatory actions, such as reducing unnecessary regulatory burdens. In particular, the update should reflect progress in implementing Fiscal Year 2019 priority regulatory reforms.

Improving public notice with accurate Agenda entries. The *Agenda* must reflect only current regulatory policy. Agencies should promote accuracy by removing regulatory actions for which no substantial activity is expected within two years. Regulatory actions listed as “Active” should be issued within 12 months of *Agenda* publication. “Long-term” actions should be issued between 12 and 24 months. Actions slated beyond 24 months should be included only if necessary to provide meaningful information to the public. Agencies should prioritize accurate timelines for regulatory and deregulatory actions.

¹ *Regulatory Planning and Review*, 58 Fed. Reg. 51735 (Sept. 30, 1993).

Transparency. Agencies should provide the public with the means to track regulatory policy from beginning to end. For example, agencies must publish and assign “regulatory identification numbers” (RINs) to all anticipated regulatory and deregulatory rulemakings. To help promote accessibility, agencies should provide URLs of websites with more information about a rulemaking whenever available.

Consistent practice across the Federal Government. All Federal agencies, including traditionally independent agencies and commissions, are strongly encouraged to implement these priorities.

Preparing and Transmitting Unified Agenda Submissions

Detailed instructions for submitting the Spring Update of the *Agenda* are available online at www.rocis.gov. Please follow the procedures carefully and include all required documents. Agencies may direct questions regarding the content of the agency’s *Agenda* submission to the appropriate OIRA desk officer. For further information concerning automated production, information requirements, format, or submission of materials, contact the Regulatory Information Service Center at (202) 482-7340.

Consistent with prior practice, the complete *Agenda* will be published online at www.reginfo.gov as well as in the *Federal Register* in a streamlined format.

OIRA appreciates prompt attention to this call for data. All submissions are due by **March 6, 2019**.