




EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
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ADMINISTRATOR  
OFFICE OF  
INFORMATION AND  
REGULATORY AFFAIRS

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

FROM: Paul J. Ray, Administrator   
Office of Information and Regulatory Affairs

SUBJECT: Spring 2020 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 2020 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 provides the public an important and forward-looking view into the regulatory process.

Submissions to the Spring Update of the *Agenda* are due by **March 5, 2020**. Agencies should be prepared to brief the Office of Information and Regulatory Affairs (OIRA) on their regulatory reform priorities.

**Priorities for the Spring 2020 Update to the *Agenda***

Publication of the *Agenda* represents a key component of a longstanding regulatory planning mechanism under Executive Order 12866.<sup>1</sup> Agency submissions should highlight and be consistent with 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 2020 priority regulatory reforms. Agencies should also focus on proposing new regulatory reforms, building on lessons learned over the last year.

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<sup>1</sup> *Regulatory Planning and Review*, [58 Fed. Reg. 51735](#) (Sept. 30, 1993).

*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 otherwise should remove regulatory actions from both the “Active” and the “Long-term” list for which no substantial activity has occurred in the last 24 months. Agencies should prioritize accurate timelines for all entries, including regulatory and deregulatory actions.

*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 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](http://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](http://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 5, 2020.**