

**CIRCULAR LETTER No. 1108**

June 21, 2023

To: Federal Government Printing and Publishing Officers

Subject: GPO AND OMB ISSUE GUIDANCE FOR CONGRESSIONALLY MANDATED REPORTS

*Please share this information with agency staff members responsible for submitting congressionally mandated reports.*

Federal agencies are now required by law to submit congressionally mandated reports to the U.S. Government Publishing Office (GPO) by the end of the year. On June 21, 2023, GPO and the Office of Management and Budget (OMB) released a memo providing guidance to Federal agencies. The memo outlines instructions and deadlines for compliance with this mandate, including information about reports that are exempt from submission to GPO. The reports will be published and made available to the public on GPO's online system, [GovInfo](#). Under this new requirement, agencies will also continue to submit printed, signed copies of mandated reports to Congressional committees and subcommittees. When fully deployed, this will be the first time congressionally mandated reports will be accessible to the public in one place.

Federal Agency responsibilities include:

- Designating a point of contact for report submission and registering for a GPO submission portal account beginning October 1, 2023;
- Submitting reports to the GPO portal beginning October 16, 2023;
- Continuing with existing process for submitting congressionally mandated reports to Congress, committees, or subcommittees; and
- Withholding from the GPO submission portal any information that is exempt from public disclosure in accordance with applicable law.

For more information:

- OMB Memo can be found at <https://www.whitehouse.gov/wp-content/uploads/2023/06/M-23-17-Access-to-Congressionally-Mandated-Reports-Act-Implementation-Guidance.pdf>

- All resources related to congressionally mandated reports for Federal agencies can be found at <https://www.gpo.gov/congressionally-mandated-reports>.
- Public Law 117-263, James M. Inhofe National Defense Authorization Act for Fiscal Year 2023, sections 7241-7248, “[Access to Congressionally Mandated Reports Act](#)”
- For questions, please use [askGPO](#). Select the Federal Agency customer type, and the Other inquiry category.

Sincerely,

TED PRIEBE  
Acting Managing Director, Customer Services