



THE SECRETARY OF THE INTERIOR
WASHINGTON

ORDER NO. 3380

Subject: Public Notice of the Costs Associated with Developing Department of the Interior Publications and Similar Documents

Sec. 1 Purpose. This Order is intended to improve public understanding of the total costs associated with preparation, review, and issuance of publications, reports, studies, analyses, and similar documents.

Sec. 2 Scope. This Order applies to each Department of the Interior (Department) publication, report, study, or analysis produced by or on behalf of the Department or any Bureau/Office.

Sec. 3 Authorities. This Order is issued under the authority of section 2 of Reorganization Plan No. 3 of 1950 (64 Stat 1262), as amended, as well as other statutes governing the Department.

Sec. 4 Background. The Department has approximately 65,000 public servants diligently working to conserve and manage America's land, natural resources, and cultural heritage; provide scientific and technical information to the Nation; and uphold the Nation's trust responsibilities or special commitments to American Indians, Alaska Natives, U.S. territories, and affiliated island communities. The Department impacts hundreds of millions of people, plays an active role in western communities and the national economy, and manages one out of five acres of the Nation's land.

In the course of carrying out its mission, the Department is often faced with the need to develop documents for use by third parties, including members of the general public. Such documents include analyses under the National Environmental Policy Act, audits, investigations, scientific and other reports, and responses to legislative branch requests. The cost of these activities, however, may not be sufficiently tracked, calculated, and available to the public, resulting in the overall fiscal impact of these activities not being apparent and the true cost of otherwise appropriate requests from external parties being concealed. Implementation of this Order will improve the Department's ability to provide the public with the necessary level of transparency and accountability for the use of taxpayer resources.

Sec. 5 Mandatory Disclosure of Costs of Publications and Similar Documents. Consistent with governing laws and regulations, as well as principles of transparency and accountability, I am directing all Bureaus/Offices to 1) immediately take steps to identify and quantify the cost of preparing, reviewing, and issuing documents by, on behalf of, or in coordination with the Department and 2) provide for the display of such costs on the associated product.

Sec. 6 Implementation.a. Assistant Secretary – Policy, Management, and Budget (AS – PMB).

The AS – PMB is responsible for:

(1) Within 15 days of the date of this Order, issuing any necessary implementing guidance, including tracking Bureau/Office costs of full-time equivalent personnel hours, contractor costs, and other direct costs associated with preparing, reviewing, and issuing covered documents.

(2) Determining any required reporting.

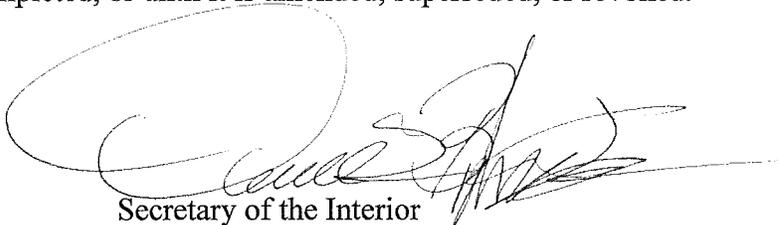
b. Heads of Bureaus/Offices. Each Bureau/Office head is responsible for:

(1) Ensuring the cost of each covered document developed is accurately calculated in accordance with guidance issued by the AS – PMB.

(2) Executing their responsibilities under this Order consistent with guidance from the AS – PMB.

Sec. 7 Effect of the Order. This Order is intended to improve the internal management of the Department. This Order and any resulting reports or recommendations are not intended to, and do not create, any right or benefit, substantive or procedural, enforceable at law or equity by a party against the United States, its departments, agencies, instrumentalities or entities, its officers or employees, or any other person. To the extent there is any inconsistency between the provisions of this Order and any Federal laws or regulations, the laws or regulations will control.

Sec. 8 Expiration Date. This Order is effective immediately. It will remain in effect until its provisions are implemented and completed, or until it is amended, superseded, or revoked.



Secretary of the Interior

Date: MAR 10 2020