

Directions for Submission of Repeal, Modification or Combination of Reporting Requirements

In early 2011, Congress passed the GPRA Modernization Act of 2010, which requires each agency to identify for the Office of Management and Budget plans and reports that are outdated or duplicative. In light of this requirement, and to continue the Department's efforts to reduce the burden of Congressional Reports on the Department, each component should review existing reporting requirements and submit legislative proposals that would repeal outdated reporting requirements, combine duplicative requirements, propose amendments to more efficiently prepare existing reports, or otherwise reduce the administrative burden on the Department of congressionally-mandated reporting requirements.

As part of its submission, the component should submit the Excel spreadsheet titled "Template for Submission of Repeal, Modification or Combination of Reporting Requirements" (which is available on the OLC website) with the following information:

- 1) For each reporting requirement recommendation, the component will list its name, the title of the report, the legislative citation of the report, the type of change requested, a summary of the recommended change, a justification for the change, the agency point of contact, and the subject matter expert.
- 2) If the recommendation originated from a subcomponent, please also list the subcomponent in parenthesis after the name of the submitting component.

Also available on the OLC website is a Worksheet that components can use to help gather the information needed for the template.

Each reporting requirement should have a legislative citation. For example, the citation could be a United States Code citation such as "10 U.S.C. 10504"; a citation from a previous National Defense Authorization Act, such as "FY 2009 NDAA, Section 1034"; or a citation to another law such as "Department of Defense Appropriations Act, 2008, Section 8112" or "Defense Acquisition Improvement Act of 1986, Section 908(b)". Please note that only those reporting requirements with a legislative citation should be included. Reporting requirements from a conference report or other non-statutory language should not be included in this process.

For each reporting requirement, the component should specify the type of change it is requesting – repeal, modification, or a combination of two or more reports. The component should also provide a summary of the recommended change and a justification for the change. Components should be aware that this information – including the justification – will be shared with Congress; thus, the justification should focus its response on efficiency and/or manpower rationales rather than on whether or not the report is read or utilized by Congress.

If you have any questions, please feel free to reach out to the Office of Legislative Counsel at (703) 697-1305.