

**GENERAL SERVICES ADMINISTRATION (GSA) PLAN FOR RETROSPECTIVE ANALYSIS OF
EXISTING RULES – STATUS UPDATE
(January 2013)**

Agency/ Sub-agency/ OGP/ Two-Letter Office	RIN/OMB Control Number	Title of Initiative/Rule/ ICRICR	Actual or Target Completion Date	Anticipated savings in costs and/or information collection burdens, together with any anticipated changes in benefits (please quantify, to the extent feasible, and specify baseline, time horizon, and affected groups)s, together with any anticipated changes in benefits (please quantify, to the extent feasible, and specify baseline, time horizon, and affected groups)	Progress updates and anticipated accomplishments
<u>Current Actions</u>					
GSA/OGP/MA	RIN 3090-AJ27	Federal Travel Regulation (FTR) Case 2012-301; Removal of Conference Lodging Allowance Provisions	March 2013	To allow agencies to better control how their travel dollars are used, GSA is proposing to remove all provisions to the conference lodging allowance. This “conference rate” allows a traveler to exceed the maximum lodging per diem rate by up to 25 percent when attending conferences sponsored by a Federal agency.	The proposed rule was published in the Federal Register at 77 FR 64791 on October 23, 2012. The comment period ended on December 24, 2012. No comments were received. Proceeding with the development of the final rule.
GSA/OGP/MA	RIN 3090-AJ26	Federal Management Regulation (FMR) Case 2012-102-2; Donation of Surplus	February 2013	GSA is proposing to change its personal property policy to include the addition of certain veterans organizations as eligible	The proposed rule was published in the Federal Register at 77 FR 50447 on August 21, 2012. The comment period ended October

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		Personal Property		donation recipients as authorized by the FOR VETS Act of 2010, and to update and clarify language regarding the use of The United States Government Certificate to Obtain Title to a Vehicle, Standard Form 97 (SF97).	22, 2012. All comments received will be considered in the formation of the final rule.
GSA/OGP/MA	RIN 3090-AI95	FTR Case 2009-307. TDY Travel Allowance (Taxes); Relocation Allowance (Taxes)	January 2013	The rule will allow agencies to incorporate the administrative savings by doing a one year Relocation Income Tax Allowance (RITA) like private industry instead of a two year RITA as is done now. The rule will also allow for the use of standard tax tables instead of special tables GSA publishes each year.	The Office of Asset and Transportation Management is rewriting the references in part 302-17 of the Federal Travel Regulation to reflect many changes made in a Chapter 302 final rule that were the results of the Government-wide Relocation Advisory Board.
GSA/OGP/MA	RIN 3090-AI79	FMR Case 2008-102-4, Mail Management, Financial Requirements for All Agencies	February 2013	This proposed rule removes the requirement to use commercial payment processes, requires all agencies to provide an annual mail management report; points to a Federal Management Regulation (FMR) Bulletin for annual reporting requirements; removes the description of facility and program mail manager responsibilities, and assigns those responsibilities to the agency mail manager; recommends all	The proposed rule is being internally reviewed.

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				agencies to implement the process of consolidation for internal and external mail; requires all agencies to expand existing mail security policy; encourages agencies to increase sustainable activities; and makes editorial and technical corrections. Agencies are estimated to save millions by presorting and consolidating mail. Additional savings will result from decreasing undeliverable mail.	
GSA/OGP/ME	RIN 3090-AJ29	FMR Case 2012-102-3; Government Domain Registration and Management	February 2013	Part 102-173, Internet Gov Domain is being added to the FMR to update policy pertaining to Domain Names System Security and the requirements of “IPv6 Transition and NIST SP 500-267.	The proposed rule is being reviewed for approval and publication.
GSA/OGP/MV	RIN 3090-AI76	GSAR Case 2008-G506, Rewrite of GSAR Part 515, Contracting by Negotiation	January 2013	GSAR Part 515 has not been updated since 2004; and it also links to a Source Selection Manual that is equally out of date. As a result, provisions and clauses are being reviewed for potential burden reduction along with other Part 515 content that could result in extraneous proposal requirements.	The decision has been made to proceed with the rewrite of GSAR Part 515 independently from 538 (Schedules), so that the two parts do not delay each other. The Commercial Sales Practices Format at GSAR 515.408 was examined for possible streamlining, but must be retained in its current form to

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					protect the Government's interest in achieving fair and reasonable pricing.
GSA/OGP/MV	RIN 3090-AI81	GSAR Case 2008-G509, Rewrite GSAR Part 536, Construction and Architect-Engineer Contracts	July 2013	GSAR Part 536 needs updating in regard to Construction Manager as Constructor (CMc) Contracting, Design Architecture, and Art-in-Architecture, (new and different procedures). Cost savings and reduced information collection burdens may be identified during current internal reviews of the draft proposed rule or through public participation. GSA will infuse additional advocacy into the rewrite team to ensure the requirements of E.O. 13563, improving regulations and regulatory review, and associated implementation guidance are satisfied.	The rule is in internal discussions on A-E selection boards and the Construction Manager as Constructor (CMc) delivery method. Although not limited in its application to construction acquisitions, burden reductions will occur by revising GSA Form 1142, Release of Claims, to remove the requirements for a corporate seal and witnessed signature. GSA Form 2419, Certification of Progress Payments Under Fixed-Price Construction Contracts, will be removed because the certification requirement is adequately addressed in FAR 52.232-5. GSAR clauses 552.236-72 Specialist, 552.236-79 Samples, and 552.236-83 Requirement for a Project Labor Agreement will be removed.
GSA/OGP/MV	RIN not assigned	General Services Administration Acquisition Regulation (GSAR)	April 2013	GSAR Provision 552.237-70, Qualifications of Offerors is no longer applicable to the Public Building Service contracts. It	A proposed rule to remove the provision from the Code of Federal Regulations will be developed.

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		Provision 552.237-70, Qualifications of Offerors		began as an introduction to source selection procedures years ago, when negotiation replaced Sealed Bidding, but is no longer necessary.	
GSA/OGP/MV	OMB Control No. 3090-0200	GSAR Provision 52.214-71, Progressive Awards and Monthly Quantity Allocations	June 2013	GSAR Provision 52.214-71, Progressive Awards and Monthly Quantity Allocations applicable to this collection are not necessary since Sealed Bidding is not used on Schedules. 1) Information Collection Burden Hours - 5 hours annually; 2) Baseline Used - Full Compliance Estimate, 10 respondents per year ; 3) Estimate Time Horizon - .5 hour per respondent for total effect to public of \$164.65; 4) Affected group - Global Supply contractors; 5) Annualized cost to Government 260 hours for total of \$8,562.	FAS indicated that the clause is not used anywhere in either the Global Supply program or in the GSA Schedules. The clause is no longer used or needed by GSA; therefore a GSAR case is being initiated to remove the clause from the GSAR.
GSA/OGP/MA	RIN not assigned	GSAR Provision 52.214-71, Progressive Awards and Monthly Quantity Allocations	June 2013	GSAR Provision 52.214-71, Progressive Awards and Monthly Quantity Allocations applicable to this collection are not necessary since Sealed Bidding is not used on Schedules. 1) Information Collection Burden	A GSAR case has been initiated to cancel Information Collection 3090-0200 and delete the clause from the GSAR.

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				Hours - 5 hours annually; 2) Baseline Used - Full Compliance Estimate, 10 respondents per year ; 3) Estimate Time Horizon - .5 hour per respondent for total effect to public of \$164.65; 4) Affected group - Global Supply contractors; 5) Annualized cost to Government 260 hours for total of \$8,562.	
GSA/OGP/MA	RIN 3090-AJ35	FMR Case 2013-102-1; Obligating Authority	March 2013	The GSA is amending the FMR to recommend agencies provide written authority to transportation officers who acquire transportation or transportation services utilizing a rate tender acquisition, and incorporating a three level transportation training standard.	The proposed rule document is being coordinated for reviewed for approval.
GSA/OGP/MA	RIN 3090-AJ33	Final Rule FMR Case 2012-102-6, Management of Government Aircraft	February 2013	GSA is revising FMR 102-33 to foster safe, efficient and effective aviation programs within the Federal Government. The member agencies of the Interagency Committee for Aviation Policy participated in the formation of the final rule.	The final rule is currently being reviewed for approval to publish the final rule.

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GSA/OGP/MA	RIN 3090-AJ34	Proposed rule – FMR Case 2012-102-5; Restrictions on International Transportation of Freight and Household Goods	February 2013	GSA is proposing to amend the FMR provisions pertaining to the use of United States air carriers under the provisions of 49 U.S.C. 40118, the Fly America Act. The proposed rule informs readers where to find additional information regarding bilateral and multilateral air transport agreements, to which the United States and the government of a foreign country are parties, and which the Dept of Transportation (DOT) has determined meet the requirements of the Fly America Act.	This proposed rule has been finalized and is going through an internal clearing process at GSA.
GSA/OGP/MA	RIN 3090-A194	Final Rule - FTR Case 2009-306, Reporting Requirements for Relocation and Temporary Duty Travel	Placed in Pending Status	This rule defines a process for collecting transaction-level data regarding relocation of Federal civilian employees. Specifically, this rule would require agencies that spend more than \$5 million per year on travel and relocation to send transaction-level data on relocation to GSA at least quarterly. GSA will store this data in a data warehouse that the agencies will be able to query to answer operational, managerial, and policy questions. In addition	This rule is placed in pending status as we work with agencies to determine the cost/burden of providing the required transaction-level data.

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				to the transaction-level reporting process, this proposed rule would also establish an annual reporting requirement for data regarding employee relocation and would modify the existing requirement for large agencies to collect and report data on TDY on an annual basis, instead of biennially.	
GSA/OGP/MA	RIN 3090-AH21	Final Rule - FPMR Case 2003-101-1. FMR Case 2003-102-4, Disposition of Personal Property with Special Handling Requirements	Placed in Pending Status	GSA is revising coverage of the disposition of personal property with special handling requirements and moving the regulation into the FMR. All policy is being migrated from the FPMR to the FMR because the FMR coverage is written in plain language to provide agencies with updated regulatory material that is easy to read and understand.	Placed in pending status as we are currently going through internal as a result of recommendations from the E-Waste committee.
GSA/OGP/MA	RIN 3090-AJ04	FMR Case 2010-102-3, Sale of Personal Property (FMR 102-38)	Placed in Pending Status	This amendment to Part 102-38 of the FMR updates policy pursuant to the transfer of the oversight of the Federal Asset Sales program from GSA's Office of Governmentwide Policy to GSA's Federal Acquisition Service (FAS). Due to this transfer, and the incorporation of these practices	Placed in a pending status as we are currently going through internal review to resolve the definition of Government Furnished Property (GFP) between 40 U.S.C. and Federal Acquisition Regulation (FAR).

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				into the way the Government sells its property, references to the Executive Steering Committee (ESC), Planning Office and the eFAS acronym are proposed to be removed.	
GSA/OGP/MA	RIN not assigned	FMR Case; final rule on Commuted Rate Amendment	April 2013	GSA is amending the Federal Management Regulation (FMR), section 102-117.225, to update information on the commuted rate schedule and correct a web site address.	Drafted amendment of section 102-117.225 and on December 2012 routed for internal coordination and approval.
GSA/OGP/MA	RIN not assigned	FMR Case; propose rule on Transportation Management, and Reporting Requirements	June 2013	GSA is proposing to amend the Federal Management Regulation (FMR) PART 102-117— TRANSPORTATION MANAGEMENT, Subpart K— Reporting Requirements to require that agencies report their annual transportation freight and cargo activities. Reporting transportation data, agencies will be able to verify policy conformance, and efficient and effective use of agency transportation resources.	Drafted amendment is being internally reviewed.

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Completed Actions					
GSA/OGP/MV	OMB Control No. 3090-0235	GSAR Clause 552.238-75, Price Reductions	November 2012	The burden for this clause is being reviewed in relation to changes in Schedules procedures. The existing plan currently reflects the reduced burden hours based on a review of contracts in the FAS 19 contract/order writing system.	The information collection was approved and the new expiration date is November 30, 2015.
GSA/OGP/MA	RIN 3090-AJ22	FTR Case 2011-309, Lodging Reimbursement	October 2011	FSA amended the FTR regarding reimbursement of lodging per diem expenses while on temporary duty travel (TDY). This final rule specifically states GSA's policy in regards to reimbursement for personally-owned residence and personally-owned recreational vehicle expenses while on TDY.	The final rule published in the Federal Register at 76 FR 63844 on October 14, 2011.

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GSA/OGP/MA	RIN 3090-AJ11	FTR Case 2011-301; Per Diem, Miscellaneous Amendments	October 2012	GSA published a final rule in the FTR which changed, updated, and clarified various provisions of Chapters 300 and 301 regarding Temporary Duty (TDY) travel. These changes included adjusting the definition of incidental expenses; clarifying necessary deduction amounts from the meals and incidental expense reimbursements on travel days; extending agencies the authority to issue blanket actual expense approval for TDY travel during Presidentially-Declared Disasters; and updating other miscellaneous provisions.	The final rule was published in the Federal Register at 77 FR 64430 on October 22, 2012.
GSA/OGP/MA	RIN 3090-AJ06	FTR Case 2010-303; Terms and Definitions for "Dependent", "Domestic Partner", "Domestic Partnership", and "Immediate Family"	September 2011	GSA adopted as final, with two changes, the interim rule amending the FTR)by adding terms and definitions for "Dependent", "Domestic partner", and "Domestic partnership", and by revising the definition of "Immediate family" to include "Domestic partner" and children, dependent parents, and dependent brothers and sisters of the Domestic partner as named members of the employee's household. This final rule also	The final rule published in the Federal Register at 76 FR 59914 on September 28, 2011.

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				added references to domestic partners and domestic partnerships, where applicable, in the FTR.	
GSA/OGP/MV	OMB Control No. 3090-0262	GSAR Clause 552.238-72, Identification of Products that have Environmental Attributes	October 2012	The final plan itself reflected reduced burden hours based on review of the estimates that accompanied the information collection. The baseline used data from the FAS-19 contract/order writing system. The affected group includes Multiple Award Schedule (MAS) contract holders. This information collection used to carry an annual burden estimate of approximately 85,000 hours. Based on information in FAS-19 this has been reduced to 27,000.	Completed on October 26, 2012.
GSA/OGP/MA	RIN 3090-AJ21	FTR Case 2011-308; Payment of Expenses Connected with the Death of Certain Employees	November 2012	GSA is amending the Federal Travel Regulation (FTR) to establish policy for the transportation of the immediate family, household goods, personal effects, and one privately owned vehicle of a covered employee whose death occurred as a result of personal injury sustained while in the performance of the employee's duty as defined by the	The interim rule published in the Federal Register at 76 FR 71890 on November 21, 2011. The final rule published in the Federal Register at 77 FR 66554 on November 6, 2012.

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				agency as delegated in Public Law 111-178, the Special Agent Samuel Hicks Families of Fallen Heroes Act.	
Withdrawn Actions					
GSA/OGP/MA	OMB Control No. 3090-0197	GSAR Provision 552.237-70, Qualifications of Offerors	Due to discontinued use, the collection was withdrawn on October 2011.	The most recent renewal of this information collection reflected a public burden estimate of 6,794 hours with a base labor rate of \$28.73 per hour for total cost of \$195,192. Using the 2011 labor rates of \$40.79 per hour, the total cost to public increases to \$277,127.	Completed on November 30, 2011.

Burden Reduction Initiatives

Agency	Sub-Agency	Title	Description of the Initiative	Hours of Paperwork Eliminated	Estimated Effective Date of the Change	Notes
GSA	OGP/FAS	Streamlining Contract Modifications	This initiative, called eMod, will streamline the contract modification process for GSA's Multiple Award Schedule (MAS) contractors. Modifications are often requested by contractors to	114,000	12/2013	Estimated savings due to a reduction in hours/response resulting from a streamlined process for contractors to submit modifications electronically, through a user

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			make changes to their MAS contracts. Once established, eMod is anticipated to expedite the process, ensuring that contracts reflect only the most current offerings.			friendly interface.
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