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ABSTRACT

This annotated bibliography covers the period from 1974 to 1981, with primary emphasis on documents and publications produced between 1978 and 1981. The majority of the publications cited are U.S. government documents; however, the last section includes relevant monographs, journal articles, and conference papers that were selected by the National Commission on Libraries and Information Science. Arrangement is by type of document or publication, and includes the following categories: (1) laws; (2) executive orders, presidential memoranda and statements, and White House press releases; (3) circulars, bulletins, and memoranda from the Office of Management and Budget; (4) federal management circulars; (5) regulations and statutes; (6) standards, manuals, and directories; (7) Congressional hearings; (8) reports of departments, agencies, commissions, and the Congress; (9) background and survey reports from departments, agencies, commissions, and the Congress; and (10) the non-governmental resources. Within each document category, works are divided by seven subject headings: National Information Policy; Privacy Act and the Freedom of Information Act; Information Resource Management; Paperwork Reduction; Data Privacy and Data Security Management; Information Technology; and International Issues and Policies. (SD)

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ASPECTS OF U.S. INFORMATION POLICY:

AN ANNOTATED BIBLIOGRAPHY OF FEDERAL LAWS, POLICIES,
REGULATIONS, CONGRESSIONAL HEARINGS WITH RELATED MONOGRAPHS,
SERIALS AND STUDIES FROM THE PRIVATE SECTOR

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National Information Policy

The Privacy Act and Freedom of Information Act

Information Resource Management

Data Privacy and Data Security Management

Information Technology

Paperwork Reduction

International Issues and Policies

February 1982

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Introduction

This bibliography, prepared for the National Commission on Libraries and Information Science in February 1982, covers a period from 1974, with primary emphasis on documents and publications produced 1978 to 1981. It is intended to up-date and supplement a bibliography produced by the Office of Management and Budget in December 1978 entitled "Federal Data Processing Policies and Regulations: An Annotated Bibliography of Laws, Policies, Regulations and Other Documents Pertaining to the Management of Federal Data Processing and Related Telecommunications Activities."

The majority of the publications cited are U.S. government documents. However, there is a section included of relevant monographs, journal articles and conference papers which were selected from a bibliography produced by the National Commission on Libraries and Information Science in July 1981. This bibliography dealt with some of the topics covered here.

Arrangement is by type of document or publication. Within each document category, works are divided by seven subject headings, which always appear in the same sequence. These subjects, in the order in which they appear in each category, are as follows:

- o National Information Policy
- o Privacy Act and Freedom of Information Act
- o Information Resource Management
- o Paperwork Reduction
- o Data Privacy and Data Security Management
- o Information Technology
- o International Issues and Policies

Citations for this bibliography were gathered in the law libraries of the Catholic University of America and George Mason University;

the Arlington County (Va.) Public Library and the Library of the White House and Executive Office of the President. Appreciation is here expressed for the splendid assistance which was offered by the librarians of these research facilities.

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LAWS

United States. Congress. House of Representatives. Committee on House Administration. Information Policy: Public Laws from the 96th Congress for the United States House of Representatives. Committee Print. Committee on House Administration, House of Representatives. Ninety-seventh Congress, first session. Washington: GPO, 1981.

v, 14p.

This work, compiled by Jeff Griffith of the Information Systems Office of the Congressional Research Service, is here reproduced in its entirety. (See Attachment 1.)

United States. Congress. House of Representatives. Committee on House Administration. Information Policy: Public Laws from the 95th Congress for the United States House of Representatives. Committee Print. Committee on House Administration, House of Representatives. Ninety-sixth Congress, first session. Washington: GPO, 1979.

vii, 22p.

This work, compiled by Jean-Paul Emard of the Science Policy Division of the Congressional Research Service is reproduced in its entirety. (See Attachment 2.)

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Carter, Jimmy. Communications Concerns as stated in the State of the Union Message to the Congress, January 21, 1980. Public Papers of the Presidents: Jimmy Carter, 1980-81. Washington: GPO, 1981.

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Carter, Jimmy. Privacy concerns as stated in the State of the Union Message to the Congress, January 21, 1980. Public Papers of the Presidents of the United States: Jimmy Carter, 1980-81. Washington: GPO, 1981.

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Carter, Jimmy. Letter to the Speaker of the House and the President of the Senate Transmitting a Report on the Privacy Act of 1974, August, 1980. Weekly Compilation of Presidential Documents, vol. 16, August 4, 1980.

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Fact Sheet on Privacy Protection Act of 1980, released from White House Press Office, October 14, 1980. (Not included in Weekly Compilation Presidential Documents).

United States. President Carter. Federal Personal Data Systems Subject to the Privacy Act of 1974; annual report of the President. Washington, Executive Office of the President, OMB, 1978.

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Fact Sheet on H. R. 6410, Paperwork Reduction Act, released from White House Press Office, December 11, 1980. (Not included in Weekly Compilation of Presidential Documents).

Federal Paperwork Reduction: Executive Order 12174. November 30, 1979.
Weekly Compilation of Presidential Documents, vol. 15, December 3, 1979.

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Granquist, Wayne E. Associate Director of the Office of Management and Budget for Management Regulatory Policy. News Conference on Federal Paperwork Reduction. Released by White House Press Office, November 30, 1979.

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Carter, Jimmy. Paperwork Reduction as Stated in the State of the Union Message to the Congress, January 21, 1980. Public Papers of the Presidents of the United States: Jimmy Carter, 1980-81. Washington: GPO, 1981.

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Carter, Jimmy. Remarks on Signing H.R. 6410 (Paperwork Reduction Act) Into Law, December 11, 1980. Weekly Compilation of Presidential Documents, vol. 16, December 15, 1980.

p. 2794

White House Statement on the Signing of H.R. 6686, Congressional Reports Elimination Act of 1980. Weekly Compilation of Presidential Documents, vol. 16, October 27, 1980.

p. 2345

DATA PRIVACY AND DATA SECURITY MANAGEMENT

Reagan, Ronald. Protection of Classified National Security Council and Intelligence Information: Statement on the Issuance of a Presidential Directive, January 12, 1982. Weekly Compilation of Presidential Documents, vol. 18, January 18, 1982.

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NATIONAL INFORMATION POLICY

OMB Circular A-3 (Revised). "Government Periodicals." Prescribes the policy and uniform procedures governing the . . . appropriations available for printing and binding. . . journals, magazines, periodicals and similar publications." Issued by OMB May 18, 1972.

PRIVACY ACT AND FREEDOM OF INFORMATION ACT

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OMB Circular A-90. "Cooperating with State and Local Governments to Coordinate and Improve Information Systems." Issued by OMB September 21, 1968.

OMB Circular A-90, Transmittal Memorandum No. 1. "Cooperating with State and Local Governments to Coordinate and Improve Information Systems." Issued by OMB September 7, 1976 to "clarify Federal policy governing the use of computer systems by State and local Governments when such systems are financed in whole or in part with Federal funds."

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OMB Bulletin 78-15. Transferring Certain Circular Responsibilities from Office of Telecommunications Policy to the Office of Management and Budget. Issued by OMB June 30, 1978.

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OMB Bulletin 80-11. Fiscal Year 1981 Information Collection Budget Request. Issued by OMB June 19, 1980.

OMB Bulletin 81-15. Agency Implementation of OMB Circular No. A-76 (Revised). [A-76 reaffirms Government's general policy of reliance on private sector for goods and services]. Issued by OMB April 18, 1981.

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OMB Bulletin 78-6. Data on Acquisition, Operation or Use of Automatic Data Processing Systems. Issued by OMB December 22, 1977.

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An excellent summary of the Freedom of Information Act (5 U.S.C.S. Section 552) and the Privacy Act (5 U.S.C.S. Section 552a) along with regulations and related Statutes such as the Presidential Recordings and Materials Preservation Act can be found in Federal Procedure: Lawyers Edition, Title 38:1-38:400. Rochester, N.Y.: The Lawyers Cooperative Publishing Co., 1981.

There are 146 entries on "Privacy" in the Code of Federal Regulations Index which covers regulation codified as of July 1, 1981. The following are the most pertinent of those regulations.

Advisory Committee on Federal Pay. Rules and Regulations to Implement the Privacy Act of 1974. (5CFR 1410.) Title 5, Code of Federal Regulations, 1981.

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Implementation of the Privacy Act of 1974. (45CFR 1224.) Code of Federal Regulations, 1980.

OMB Privacy Act Procedures, (5CFR 1302) Includes rules for determining if an individual is subject of a record; request for access to the accounting of disclosures from records; requests to amend records; requests for review; schedule of fees. Title 5, Code of Federal Regulations, 1981.

Regulations for Implementing Privacy Act of 1974, GSA. (41CFR 105-4.) Code of Federal Regulations, 1981.

Inspection and Copying of Records: Rules for Compliance with Public Information Act. (45CFR 1215.) Code of Federal Regulations, 1980.

OMB Freedom of Information Act (5CFR 1204) Includes Purpose and Policy; procedures for obtaining records; Appeals. Title 5, Code of Federal Regulations, 1981.

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ADP and Telecommunications Management Policy (41CFR 101-35) Includes Management, Acquisition, and utilization of Automatic Data Processing (ADP) Resources; Security of Federal ADP and telecommunications Systems. Title 41, Code of Federal Regulations, 1981

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Data Base Directions, the Conversion Problem: proceedings of the workshop of the National Bureau of Standards and the Association for Computing Machinery, held at Fort Lauderdale, Florida, November 1-3, 1977. Washington[?]: U.S. Department of Commerce, National Bureau of Standards, 1980.

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Roistacher, Richard C. A Style Manual for Machine-readable Data Files and Their Documentation. Washington: U.S. Department of Justice, 1980.

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Hearings on the establishment of NCLIS.

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ib, 170p.

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United States. Congress. House of Representatives. Committee on Government Operations. Subcommittee on Government Information and Individual Rights. The Freedom of Information Act: Federal Law Enforcement Implementation: Hearing before a Subcommittee of the Committee on Government Operations, House of Representatives, Ninety-sixth Congress, first session, February 28, 1979. Washington, GPO, 1981.

iii, 196p.

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House hearings on privacy and confidentiality with recommendations by the Federal Paperwork Commission.

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House hearings held before the Subcommittee on government operations on March 13, 1975, 94th Congress, first session, on I.R.S. and Secret Service records policy.

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United States. Congress. House of Representatives. Committee on the Judiciary. Subcommittee on Courts, Civil Liberties and the Administration of Justice. Zurcher v. Stanford Daily: Hearings before the Subcommittee on Courts, Civil Liberties and the Administration of Justice, House of Representatives, Ninety-sixth Congress, first session, on H.R. 3486 and H.R. 4181, April 25-June 1, 1979. Washington: GPO, 1979.

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Abbasi, Susan R. Energy Information: A Workshop on Current Progress and Problems. Prepared for the Committee on Governmental Affairs, U.S. Senate, by Congressional Research Service, Library of Congress, Washington: GPO, 1980.

ix, 114p.

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House hearings on the proposed Federal Information Centers' Act.

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