Executive and Independent Agency Publications: Where to Get Official Documents

Updated August 26, 2002

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CONGRESSIONAL OFFICE USE ONLY
Summary

This is a directory of sources that congressional offices may use to obtain publications from the Executive Office of the President, the executive departments, and the independent agencies and commissions of the federal government. Also included is information on the Superintendent of Documents, the U.S. Government Printing Office, and the federal government’s printing policies; suggestions on what to do when a publication is out of print; and information on where copies of government publications may be obtained on the Internet.

The information for each agency includes address, telephone number, fax number, and Internet e-mail address and Web site, where available. Also included are selected notes on special publications, availability of catalogs, etc., as provided by the agency itself. This report is produced for the use of congressional offices only and will be updated as needed.

Jan Coe provided research assistance for this report.
## Contents

Introduction .................................................................................. 1

The Executive or Independent Agency
  That Issued the Publication ..................................................... 2
  Superintendent of Documents, Government Printing Office ........ 3
  When a Publication Is Out of Print and Unavailable ............... 3

The Internet, a Source for Executive or
  Independent Agency Publications ........................................ 4
  Internet Links to Executive and Independent Agencies .......... 4
  Computer Access and Support ............................................. 5

Executive Office of the President ............................................ 5
  Council of Economic Advisers ......................................... 5
  Council on Environmental Quality ................................ 6
  National Security Council ............................................. 6
  Office of Management and Budget .................................. 6
  Office of National Drug Control Policy ......................... 6
  Office of Science and Technology Policy ....................... 6
  Office of U.S. Trade Representative .............................. 7
  The White House ......................................................... 7

Executive Departments ......................................................... 7
  Department of Agriculture ............................................ 7
  Department of Commerce .............................................. 7
  Department of Defense .................................................. 8
  Department of Education .............................................. 9
  Department of Energy .................................................. 10
  Department of Health and Human Services .................... 10
  Department of Housing and Urban Development .............. 10
  Department of the Interior ........................................... 10
  Department of Justice .................................................. 11
  Department of Labor ..................................................... 11
  Department of State ..................................................... 11
  Department of Transportation ....................................... 11
  Department of the Treasury ........................................... 13
  Department of Veterans Affairs ..................................... 15

Independent Agencies and Commissions .............................. 15
  Advisory Council on Historic Preservation ....................... 15
  African Development Foundation ................................. 15
  American Battle Monuments Commission ....................... 15
  Appalachian Regional Commission ................................ 16
  Architectural and Transportation Barriers Compliance Board 16
  Central Intelligence Agency ......................................... 16
  Commission of Fine Arts ............................................ 16
  Commodity Futures Trading Commission ..................... 16
<table>
<thead>
<tr>
<th>Agency Name</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporation for National and Community Service</td>
<td>16</td>
</tr>
<tr>
<td>Corporation for Public Broadcasting</td>
<td>17</td>
</tr>
<tr>
<td>Defense Nuclear Facilities Safety Board</td>
<td>17</td>
</tr>
<tr>
<td>Environmental Protection Agency</td>
<td>17</td>
</tr>
<tr>
<td>Equal Employment Opportunity Commission</td>
<td>17</td>
</tr>
<tr>
<td>Export-Import Bank of the United States (Ex-Im Bank)</td>
<td>17</td>
</tr>
<tr>
<td>Fannie Mae</td>
<td>18</td>
</tr>
<tr>
<td>Farm Credit Administration</td>
<td>18</td>
</tr>
<tr>
<td>Federal Communications Commission</td>
<td>18</td>
</tr>
<tr>
<td>Federal Consumer Information Center</td>
<td>18</td>
</tr>
<tr>
<td>Federal Deposit Insurance Corporation</td>
<td>19</td>
</tr>
<tr>
<td>Federal Election Commission</td>
<td>19</td>
</tr>
<tr>
<td>Federal Emergency Management Agency (FEMA)</td>
<td>19</td>
</tr>
<tr>
<td>Federal Home Loan Mortgage Corporation (Freddie Mac)</td>
<td>20</td>
</tr>
<tr>
<td>Federal Housing Finance Board</td>
<td>20</td>
</tr>
<tr>
<td>Federal Labor Relations Authority</td>
<td>20</td>
</tr>
<tr>
<td>Federal Maritime Commission</td>
<td>20</td>
</tr>
<tr>
<td>Federal Mediation and Conciliation Service</td>
<td>20</td>
</tr>
<tr>
<td>Federal Mine Safety and Health Review Commission</td>
<td>20</td>
</tr>
<tr>
<td>Federal Reserve System</td>
<td>20</td>
</tr>
<tr>
<td>Federal Retirement Thrift Investment Board</td>
<td>21</td>
</tr>
<tr>
<td>Federal Trade Commission</td>
<td>21</td>
</tr>
<tr>
<td>General Services Administration</td>
<td>21</td>
</tr>
<tr>
<td>Institute of Museum and Library Services</td>
<td>21</td>
</tr>
<tr>
<td>Inter-American Foundation</td>
<td>22</td>
</tr>
<tr>
<td>Legal Services Corporation</td>
<td>22</td>
</tr>
<tr>
<td>Marine Mammal Commission</td>
<td>22</td>
</tr>
<tr>
<td>Merit Systems Protection Board</td>
<td>22</td>
</tr>
<tr>
<td>National Academies of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>National Aeronautics and Space Administration</td>
<td>22</td>
</tr>
<tr>
<td>National Archives and Records Administration</td>
<td>23</td>
</tr>
<tr>
<td>National Capital Planning Commission</td>
<td>23</td>
</tr>
<tr>
<td>National Commission on Libraries and Information Science</td>
<td>24</td>
</tr>
<tr>
<td>National Council on Disability</td>
<td>24</td>
</tr>
<tr>
<td>National Credit Union Administration</td>
<td>24</td>
</tr>
<tr>
<td>National Endowment for Democracy (NED)</td>
<td>24</td>
</tr>
<tr>
<td>National Endowment for the Arts</td>
<td>24</td>
</tr>
<tr>
<td>National Endowment for the Humanities</td>
<td>24</td>
</tr>
<tr>
<td>National Labor Relations Board</td>
<td>25</td>
</tr>
<tr>
<td>National Mediation Board</td>
<td>25</td>
</tr>
<tr>
<td>National Railroad Passenger Corporation (AMTRAK)</td>
<td>25</td>
</tr>
<tr>
<td>National Science Foundation</td>
<td>25</td>
</tr>
<tr>
<td>National Transportation Safety Board</td>
<td>25</td>
</tr>
<tr>
<td>Nuclear Regulatory Commission</td>
<td>25</td>
</tr>
<tr>
<td>Occupational Safety and Health Review Commission</td>
<td>26</td>
</tr>
<tr>
<td>Office of Government Ethics</td>
<td>26</td>
</tr>
<tr>
<td>Office of Personnel Management</td>
<td>26</td>
</tr>
<tr>
<td>Office of Special Counsel</td>
<td>27</td>
</tr>
<tr>
<td>Overseas Private Investment Corporation</td>
<td>27</td>
</tr>
<tr>
<td>Panama Canal Commission</td>
<td>27</td>
</tr>
<tr>
<td>Peace Corps</td>
<td>27</td>
</tr>
<tr>
<td>Pension Benefit Guaranty Corporation</td>
<td>27</td>
</tr>
</tbody>
</table>
Postal Rate Commission .................................................. 27
President’s Council on Physical Fitness and Sports .................. 28
Railroad Retirement Board .............................................. 28
Securities and Exchange Commission ............................... 28
Selective Service System ............................................... 28
Sentencing Commission ............................................... 28
Small Business Administration ...................................... 28
Smithsonian Institution ................................................ 29
Social Security Administration ....................................... 29
State Justice Institute .................................................. 29
Tennessee Valley Authority (TVA) ..................................... 29
Trade and Development Agency .................................... 29
United States Agency for International Development .......... 29
United States Commission on Civil Rights ........................ 30
United States Consumer Product Safety Commission ............ 30
United States Holocaust Memorial Museum ....................... 30
United States Institute of Peace ..................................... 30
United States International Trade Commission .................... 30
United States Postal Service .......................................... 30

Index by Agency ............................................................ 32
Executive and Independent Agency Publications: Where to Get Official Documents

Introduction

The Congressional Research Service receives numerous congressional inquiries asking, “Where is the best place to get copies of government documents?” “Where do we call to get published material for constituents?” “How can you tell what’s available for giveaway?” This manual will help answer these kinds of questions.

Government publications needed by congressional offices may be conveniently divided between those published by Congress itself and those prepared by the various executive and independent agencies. Many of these publications are now available electronically on computer databases and a growing number of Internet Web sites, for both Congress and executive branch agencies. These sources vary in reliability and ease of use, and often change their addresses without warning. Internet and computer database information is included below. Specific Web sites, where available, are included in the listings for the specific agencies.

Printed congressional publications are sometimes supplied to the offices automatically. Numbered congressional reports and documents are usually available from the House Legislative Resource Center (LRC)/House Document Room and the Senate Document Room; committee prints and hearings can be obtained from the issuing committees. These are not generally available from the Congressional Research Service, except on a loan basis. Both the LRC/House Library (ext. 6-5200) and Senate Library (ext. 4-7106) or the Law Library of the Library of Congress (ext. 7-2700 or 7-5080) will also supply copies of hearings and committee prints to Members on loan.

The publications from the executive and independent agencies are more difficult to obtain because of the multiplicity of sources involved. It is with these that this manual is concerned. Federal government agencies change their telephone numbers and other contact information from time to time. Therefore, the information is subject to change. If the number has been changed, there may be a recording referring to the new number. If this is not the case, the caller may have to telephone the appropriate congressional liaison office, government operator, or area code plus 555-1212 to obtain the agency’s correct number. The most appropriate places to call are listed below, and we recommend consulting them in the listed sequence.
The Executive or Independent Agency That Issued the Publication

A few agencies in the federal government conduct general publication programs, preparing and distributing pamphlets to the public. These agencies receive appropriations for this purpose, and the resulting publications are stocked and distributed by the information offices within the agencies themselves.

Many of the agencies, however, do not distribute their own publications, but prepare them with the expectation that they will be placed on sale and distributed by the Superintendent of Documents. These agencies do not receive appropriations to stock their publications in any quantity and, as a rule, must refer public requests for them to the U.S. Government Printing Office (GPO). These agencies retain a limited number of their publications for official use within the agency, and it is their usual practice to share this supply with Members of Congress. This source is addressed in the directory that follows.

In this publication, we have compiled information from over a hundred of the larger executive branch bureaus and departments, as well as the independent agencies. In each case, the agency was asked to furnish us with the address, telephone number, fax number, and Internet e-mail and Web addresses, if available, of the proper unit from which to request publications. Information on publications of particular interest to Members of Congress is sometimes included in the notes.

Without exception, every agency indicated its willingness to serve congressional offices to the limit of its ability. In every case, we were assured that any publications they had available could be sent to a Member for personal use, and the majority of the offices indicated their desire to assist the Member with constituent requests. Limitations based on security classifications, scarcity, or unusual expense are occasionally encountered.

All agencies are limited in the number of publications they can distribute by Paragraph 39 of the February 1990 Government Printing and Binding Regulations published by the Joint Committee on Printing, S.Pub. 101-9, 101st Congress, second session, 21 (1990):

Departments shall not make free distribution of any publication to any private individual or private organization in quantities exceeding 50 copies without prior approval of the Joint Committee on Printing. This quantity limitation shall not apply when the production cost of the publications to be distributed is less than $100.

In the ensuing pages, the organizations are listed alphabetically within the following major categories:

- Executive Office of the President;
- Executive departments; and
- Independent agencies and commissions.
The table of contents lists the agencies as they appear within this categorical structure. The index lists all agencies alphabetically, using variant names and key words where useful.

**Superintendent of Documents, Government Printing Office**

The Superintendent of Documents maintains a constantly changing stock of approximately 21,000 different titles, which are distributed for sale to the general public. Rather than attempting constant revision of a single catalog of these titles, the Superintendent prepares a variety of lists which identify government publications currently in print by subject. These printed Subject Bibliographies are frequently revised and are available for free distribution to a Member’s office on request, by telephone (202) 512-1808 or by writing to the Superintendent of Documents, U.S. Government Printing Office, Document Sales Service, Washington, D.C. 20401. (Note: Members may also wish to refer their constituents to one of the 24 GPO bookstores located in major cities in the United States. A list of these with addresses may be found in the United States Government Manual.) Offices that are unable to secure titles requested by a constituent may wish to send instead the appropriate Subject Bibliography. This will either identify the title required or list similar material which the constituent can secure by sending the order blank included in the Subject Bibliography and a remittance directly to the Superintendent of Documents.

If an office has been unable to secure a publication it needs from the issuing agency and wishes to purchase it, a copy can be bought from the Superintendent of Documents in the same manner as the general public. In some cases, a book exchange arrangement carried on by the Documents Control Branch of the Superintendent of Documents may be helpful. Under this agreement it is sometimes possible for a Member to exchange publications he has received by allotment for other publications of equal value which may be needed. An office wishing further details on this program should call the Government Printing Office at (202) 512-1808.

The Government Printing Office also provides access on the Internet to a wide variety of government publications, from both the legislative and executive branches of government, at its Web site [http://www.access.gpo.gov].

**When a Publication Is Out of Print and Unavailable**

Occasionally a needed publication is no longer available at either the executive or independent agency or the Government Printing Office. Here are a few suggestions for such cases:

- If the title is required for office use by the Member or his/her staff, it can be borrowed from the Library of Congress, if it is available, for a limited period of time. A staff member with loan privileges may request the publication by telephoning ext. 7-5445.

- If the publication is needed for a constituent, he or she can be referred to the nearest federal depository library. This will be one of more than 1,300
libraries throughout the country in which certain government publications are preserved and made available for public use. A listing of these depository libraries appears in *Federal Depository Libraries Directory* (1999) and may be obtained by calling Library Programs Services (GPO) at (202) 512-1119. Those with Internet access can also locate depository libraries by state or telephone area code by searching the Federal Depository Library Program Web page at [http://www.gpo.gov/su_docs/locators/findlibs/index.html](http://www.gpo.gov/su_docs/locators/findlibs/index.html). Although many depository libraries will have copies of the *Congressional Record* and the serial documents of the Congress, there will be occasions when the title requested is not a depository item. To determine whether a needed publication is likely to be available, the office may wish to call (202) 512-1119 and ask about its depository status. In addition, Members of Congress can obtain information concerning the designation of libraries as federal depositories by calling (202) 512-1119. *Designation Handbook for Federal Depository Libraries* is available upon request.

! If the requesting constituent appears to be a scholar engaged in serious research, the office may wish to recommend pursuing the publication through an interlibrary loan. To secure such service the constituent should ask a local librarian to borrow the publication either from the nearest depository library (if there is none available in the community), from the state library, or through the extension service of the state college or university. If the title is of such a specialized nature that it cannot be secured from one of these, the local librarian can request “location information” from the nearest regional union catalog center. This will identify the most convenient copy to borrow.

**The Internet, a Source for Executive or Independent Agency Publications**

The publications of executive branch departments and other government agencies are becoming increasingly available on the Internet as these agencies have created their own home pages on the Web. Many government agencies now make the full text of their documents available on the Internet before the printed text is obtainable from the agency or through GPO. This report includes Internet addresses, provided by the agencies or obtained from other sources, available at the time of writing.

**Internet Links to Executive and Independent Agencies**

The following Web sites provide additional access to a large number of federal government Web pages. These are excellent sources for the most current listing of Web sites added since the publication of this report.

**First Gov**  

This federal government Web site is designed to provide the public with easy, one-stop access to online U.S. federal government sources.
U.S. Federal Government Agencies Directory
[http://www.lib.lsu.edu/gov/fedgov.html]

This directory is a service of the Louisiana State University Libraries. Based on the agency listings of the *United States Government Manual*, this service provides links to numerous federal government agency Web sites.

Library of Congress
[http://lcweb.loc.gov/global/executive/fed.html]

“Official U.S. Executive Branch Web Sites” is the title of a “Resource Internet Page” on the Library of Congress Web site; it provides numerous links to executive branch and independent agency Web sites, with direct access to many of the subsidiary agency publications.

Computer Access and Support

Computer terminals that provide immediate access to the Internet are available for staff use in the CRS research centers in the Rayburn and Longworth House Office Buildings and the Russell Senate Office Building. The La Follette Congressional Reading Room in the Madison Building also has computers for use by congressional staff.

Both the House and Senate provide computer support to congressional offices. For Members, committees, and staff of the House, House Information Resources (HIR) provides a comprehensive group of information and research sources especially designed for Members, committees, and staff. For Senators, committees, and staff, the Senate Computer Center provides a comprehensive group of information and research sources. Training classes and a user assistance hotline for Senate staff are available.

Executive Office of the President

Council of Economic Advisers
Chief of Staff
Eisenhower Executive Office Building
Room 94
Washington, D.C. 20502
Tel: (202) 395-5084
Fax: (202) 395-6958
[http://www.whitehouse.gov/cea/index.html]

Copies of the *Economic Report of the President* produced by the Council are automatically furnished to Members. The publication is also available through the House Document Room, and is for sale to the general public through GPO.
Copies of the President’s *Annual Report on Environmental Quality* are furnished automatically to Members. Copies for the general public are available through GPO. The National Environmental Policy Act regulations booklet for implementing the procedural provisions is also available through the Council, as are special reports on environmental trends.

**National Security Council**
Director of Legislative Affairs
Eisenhower Executive Office Building
Washington, D.C. 20504
Tel: (202) 456-9171
Fax: (202) 456-9170
[http://www.whitehouse.gov/nsc/index.html]

An annual report, *The National Security Strategy Report*, is available upon request and on the Internet address above.

**Office of Management and Budget**
Office of Legislative Affairs
Eisenhower Executive Office Building
Washington, D.C. 20503
Tel: (202) 395-4790
Fax: (202) 395-3729
[http://www.whitehouse.gov/OMB]

The *Economic Report of the President* is produced by the Council of Economic Advisers and may be obtained through them (see above). Additional copies of the *Budget of the United States Government* are often available through the House Legislative Resource Center, the Senate Document Room, and GPO.

**Office of National Drug Control Policy**
Office of Legislative Affairs
Executive Office of the President
750 17th Street, N.W.
Washington, D.C. 20503
Tel: (202) 395-6602/395-6670
Fax: (202) 395-6640
[http://www.whitehousedrugpolicy.gov]

**Office of Science and Technology Policy**
Budget Administration Office
Eisenhower Executive Office Building
1650 Pennsylvania Avenue, N.W.
Washington, D.C. 20502-0001
Tel: (202) 456-6670
Fax: (202) 456-6021
E-mail: information@ostp.eop.gov
[http://www.ostp.gov/index.html]
Office of U.S. Trade Representative
Office of Congressional Affairs
600 17th Street, N.W., Room 111 Tel: (202) 395-6951
Washington, D.C. 20508 Fax: (202) 395-4656

Press releases, summaries, and statements available at the above telephone and Fax retrieval numbers and on the Internet.

The White House

For House offices:
Deputy Assistant to the President for Legislative Affairs
First Floor, East Wing, Room 112
White House
1600 Pennsylvania Avenue, N.W. Tel: (202) 456-6620
Washington, D.C. 20500 Fax: (202) 456-3501

For Senate offices:
Deputy Assistant to the President for Legislative Affairs
First Floor, East Wing, Room 107
White House
1600 Pennsylvania Avenue, N.W. Tel: (202) 456-6493
Washington, D.C. 20500 Fax: (202) 456-6468
[http://www.whitehouse.gov]

Executive Departments

Department of Agriculture
Publications Information and Management Branch
Attn: Congressional Section
Office of Communications
Room 506A
Washington, D.C. 20250 Tel: (202) 720-3365
[http://www.usda.gov]

The Department has prepared a list of its popular publications for the use of Members of Congress: List of Publications Available for Distribution by Members of Congress (List No. 1), last updated in 1994. Copies can be secured by calling the above telephone number. Publications are also available at the Internet address above.

Department of Commerce
Office of Public Affairs
HCHB 5413 Tel: (202) 482-4883
Washington, D.C. 20230 Fax: (202) 482-5168
[http://www.doc.gov]
For specific agencies:
Bureau of the Census: (301) 457-2171
[http://www.census.gov/]
Bureau of Economic Analysis: (202) 606-9690
[http://www.bea.doc.gov/]
Bureau of Industry and Security: (202) 482-0097
[http://www.bxa.doc.gov/]
Economic Development Administration: (202) 482-4085
[http://www.ossec.doc.gov/eda]
International Trade Administration: (202) 482-3015
[http://www.ita.doc.gov/]
Minority Business Development Agency: (202) 482-5061
[http://www.mbda.gov/]
National Institute of Standards and Technology: (301) 975-3080
[http://www.nist.gov/]
National Marine Fisheries Service: (301) 713-2263
[http://www.nmfs.noaa.gov/]
National Ocean Service (charts only): (202) 482-4981
[http://www.nos.noaa.gov/]
National Oceanic and Atmospheric Administration: (202) 482-4981
[http://www.noaa.gov/]
National Technical Information Service: Research: (703) 605-6040
[http://www.ntis.gov/] Sales & Inquiry: 1-800-553-NTIS
National Telecommunication and Information Administration:
[http://www.ntia.doc.gov/] (202) 482-1551
Patent and Trademark Office: (703) 305-9300
[http://www.uspto.gov/]

Department of Defense

Secretary of Defense
OASD for Legislative Affairs
Office of the Secretary of Defense
1300 Defense Pentagon
Washington, D.C. 20301-1300
Tel: (OASD only): (703) 697-2365 (research
and publications)
Fax: (703) 697-8299
[http://www.defenselink.mil/]

Department of the Air Force
Office of Legislative Liaison, SAF/LLI
1160 Air Force Pentagon
Washington, D.C. 20330-1160
Tel: (703) 695-7364
Fax: (703) 693-6340
[http://www.af.mil/]

Department of the Army
U.S. Army Publishing Agency
Distribution Operations Facility
1655 Woodson Rd.
St. Louis, MO 63114-6128
Tel: (314)263-7300
Fax: (314) 263-7009
[http://www.usapa.army.mil]
A wide range of technical documents relating to such topics as water resources development and construction engineering.

**Department of the Navy**

*For House offices:*

Office of Legislative Affairs  
B324 Rayburn House Office Building  
Washington, D.C. 20515  
Tel: (202) 225-1398  
Fax: (202) 685-6077

*For Senate offices:*

Office of Legislative Affairs  
182 Russell Senate Office Building  
Washington, D.C. 20510  
Tel: (202) 224-4682  
Fax: (202) 685-6005

[http://www.ncts.navy.mil]

To check on the status of correspondence, call (703) 695-6357.

**United States Marine Corps**

*For House offices:*

Office of Legislative Affairs  
B324 Rayburn House Office Building  
Washington, D.C. 20515  
Tel: (202) 225-7719  
Fax: (202) 685-6077

*For Senate offices:*

Office of Legislative Affairs  
182 Russell Senate Building  
Washington, D.C. 20510  
Tel: (202) 224-4681  
Fax: (202) 685-6005

[http://www.hqmc.usmc.mil]

“All requests from Members of Congress for material published by the Department of Defense for their personal use and for use by their offices are honored.” Published material requested by Members of Congress for their constituents is furnished subject to the following restrictions:

1. Classified material cannot be furnished;
2. Official-use-only and internal departmental documents cannot be furnished;
3. Regulations of the Joint Committee on Printing, Paragraph 39, will be used.

**Department of Education**

Assistant Secretary for Legislation and Congressional Affairs  
400 Maryland Avenue, Room 6W301  
Washington, D.C. 20202  
Tel: (202) 401-1028  
Fax: (202) 401-1438

[http://www.ed.gov/offices/OLCA]
Department of Energy
Office of Congressional and Intergovernmental Affairs
100 Independence Avenue, S.W., Room 7B138
Washington, D.C. 20585
Tel: (202) 586-5450
Fax: (202) 586-4891
[http://www.ci.doe.gov]

Department of Health and Human Services
Congressional Liaison Office
406-G Humphrey Building
200 Independence Avenue, S.W.
Washington, D.C. 20201
Tel: (202) 690-6786
Publications: (202) 690-7094
Fax: (202) 690-6351
[http://www.dhhs.gov]

For specific agencies:
Administration for Children and Families: (202) 401-9200
[http://www.acf.dhhs.gov/]
Administration for Native Americans: (202) 690-7776
Administration on Development Disabilities: (202) 690-6590
Administration on Family and Youth Services Bureau: (301) 608-8098
Centers for Medicare and Medicaid Services: (202) 690-8220
(formerly Health Care Financing Administration)
[http://www.hcfa.gov/]
Head Start Bureau: (202) 205-8560

Public Health Service:
Food and Drug Administration; Alcohol, Drug Abuse, and Mental Health Administration; Centers for Disease Control and Prevention; Health Resources and Services Administration; National Institutes of Health (includes National Library of Medicine). There are a number of publication offices in the Public Health Service. Check first with the main liaison office at (202) 690-6786.

Department of Housing and Urban Development
Office of Congressional and Intergovernmental Relations
451 Seventh Street, S.W., Room 10148
Washington, D.C. 20410-1000
Tel: (202) 708-0380
Fax: (202) 708-1350
[http://www.hud.gov/]

Department of the Interior
Office of Congressional and Legislative Affairs
1849 C Street, N.W.
Washington, D.C. 20240-0001
Tel: (202) 208-7693
Fax: (202) 208-5533
[http://www.doi.gov/]

For specific agencies:
Bureau of Indian Affairs: (202) 208-5706
Bureau of Land Management: (202) 452-5010
Bureau of Reclamation: (202) 513-0565
Minerals Management Services: (202) 208-3502
National Park Service: (202) 208-5656
The Department maintains a list of its publications arranged by subject.

Department of State
Harry S. Truman Building
2201 C Street, N.W.
Washington, D.C. 20521
Tel: Multi-Media Services, Customer Service Center, (202) 736-7470
Fax: (202) 736-7472
[http://www.state.gov]

The State Department has largely gone to electronic distribution of its publications. At the Internet Web site, under Press and Public Affairs (left side), click on Major Publications. All publications should be requested from the particular office that prepared them, except for these four: State telephone directories, Diplomatic List, Key Officers of Foreign Service Posts, and Foreign Consular Offices in the United States. For them, call the number above.

Department of Transportation
Office of Innovation, Research, and Education
Department of Transportation
400 Seventh Street, S.W., Room 7108
Washington, D.C. 20590
Tel: (202) 366-4434
Fax: (202) 366-3272/366-3671
Library: loan only (202) 366-0745
[http://www.dot.gov]

Federal Aviation Administration
Congressional Affairs Office
Department of Transportation
Room 10408 (I-10)
Washington, D.C. 20590
Tel: (202) 366-9714
Fax: (202) 366-3675
[http://www.faa.gov]
Federal Highway Administration
Office of Public Affairs (HPA-1), Room 4210A
400 Seventh Street, S.W. Tel: (202) 366-0660
Washington, D.C. 20590 Fax: (202) 366-7239
[http://www fhwa dot gov/publicaffairs]  

Federal Railroad Administration
Public Affairs Officer (ROA-30)
1120 Vermont Ave., N.W. Tel: (202) 493-6024
Washington, D.C. 20590 Fax: (202) 493-6013
[http://www fra dot gov]  

Federal Transit Administration
Research Management Office, TRI-30
400 Seventh Street, S.W. Tel: (202) 366-0201
Washington, D.C. 20590 Fax: (202) 366-3765
[http://www fta dot gov/ntl/publications/index.html]  

Maritime Administration
Public Affairs Officer (MAR-240)
400 Seventh Street, S.W., Room 7219 Tel: (202) 366-5807
Washington, D.C. 20590 Fax: (202) 366-5063
[http://www marad dot gov]  

National Highway Traffic Safety Administration
Office of Intergovernmental Affairs
400 Seventh Street, S.W., Suite 5220 Tel: (202) 366-2590
Washington, D.C. 20590 [http://www nhtsa dot gov/]  

Research and Special Programs Administration
Office of Policy and Program Support (DPP)
400 Seventh Street, S.W. Tel: (202) 366-4831
Washington, D.C. 20590 Fax: (202) 366-7431

Office of Hazardous Materials Initiatives and Training (DHM-50)
400 Seventh Street, S.W. Tel: (202) 366-4900
Washington, D.C. 20590 E-mail: training@rspa.dot.gov
[http://hazmat dot gov/] Fax: (202) 366-7342

Transportation Safety Institute
Office of the Director (DTI-1) Tel: (405) 954-3153
P.O. Box 25082 E-mail: Sandy_Shimmel@tsi.jcclbi.gov
Oklahoma City, OK 73125-5050 Fax: (405) 954-3521
[http://www tsi dot gov/]  
Volpe National Transportation Systems Center
55 Broadway (DTS-1)
Kendall Square
Cambridge, MA 02142
Tel: (617) 494-2222
Fax: (617) 494-3731
[http://www.volpe.dot.gov]

St. Lawrence Seaway Development Corporation
Office of Congressional and Public Affairs
400 Seventh Street, S.W., Room 5424
Washington, D.C. 20590
Tel: (202) 366-0110/0091
Fax: (202) 366-7147
[http://www.seaway.dot.gov]

Surface Transportation Board
Office of Congressional and Public Services
1925 K Street, N.W., Suite 840
Washington, D.C. 20423
Tel: (202) 565-1594
Fax: (202) 565-9016
[http://www.stb.dot.gov/]

United States Coast Guard
Congressional Affairs Staff
400 Seventh Street, S.W., Room 10402
Washington, D.C. 20590
[http://www.uscg.mil/uscg.shtm]

  Senate Liaison Office
  Tel: (202) 224-2913
  Fax: (202) 755-1695

  House Liaison Office
  Tel: (202) 225-4775
  Fax: (202) 426-6081

Department of the Treasury
Office of Legislative Affairs
1500 Pennsylvania Avenue, N.W.
Room 3134 (MT)
Washington, D.C. 20220
Tel: (202) 622-1900
Fax: (202) 622-0534
[http://www.ustreas.gov]

Bureau of Alcohol, Tobacco and Firearms
Director
650 Massachusetts Avenue, N.W.
Washington, D.C. 20226
Tel: (202) 927-8490
Fax: (202) 927-8863
[http://www.atf.treas.gov/]

Bureau of Engraving and Printing
Office of External Relations
14th and C Streets, S.W., Room 533M
Washington, D.C. 20228
Tel: (202) 874-3019
Fax: (202) 874-3177
The Bureau of the Public Debt handles all inquiries concerning U.S. Treasury bills, notes, and bonds as well as the Savings Bond Program. The
public can order or download forms and publications from the Internet address above.

**United States Secret Service**
Office of Government and Public Affairs
950 H Street, N.W., Suite 8350  
Washington, D.C. 20223  
Tel: (202) 406-5708  
Fax: (202) 435-9069  

**Department of Veterans Affairs**
House Congressional Liaison Staff (60H)
B-328 Rayburn House Office Building  
Washington, D.C. 20515  
Tel: Capitol ext. 5-2280  
Fax: (202) 453-5225  
[http://www.va.gov]

Senate Congressional Liaison Staff
321 Hart Senate Office Building  
Washington, D.C. 20510  
Tel: Capitol ext. 4-5351  
Fax: (202) 453-5218  
[http://www.va.gov]

**Independent Agencies and Commissions**

**Advisory Council on Historic Preservation**
Old Post Office Building
1100 Pennsylvania Avenue, N.W., Suite 809  
Washington, D.C. 20004  
Tel: (202) 606-8503  
Fax: (202) 606-8672  
E-mail: achp@achp.gov  
[http://www.achp.gov/]

A detailed list of Council publications is available. Detailed information about the Council, its staff, and publications may also be found at the Internet address above.

**African Development Foundation**
1400 Eye Street, N.W., Suite 1000  
Washington, D.C. 20005  
Tel: (202) 673-3916  
Fax: (202) 673-3810  
E-mail: info@adf.gov  
[http://adf.gov]

**American Battle Monuments Commission**
Courthouse Plaza II, Suite 500  
2300 Clarendon Boulevard  
Arlington, VA 22201-3267  
Tel: (703) 696-6900  
Fax: (703) 696-6666  
[http://www.abmc.gov/]


Appalachian Regional Commission
Office of the Federal Co-Chairman
1666 Connecticut Avenue, N.W. Tel: (202) 884-7660
Room 600 Fax: (202) 884-7693
Washington, D.C. 20235 E-mail: jwhite@arc.gov
[http://www.arc.gov]

Architectural and Transportation Barriers Compliance Board
Office of Public Affairs Tel: (202) 272-0080
1331 F Street, N.W., Suite 1000 TTY: (202) 272-5449/(800) 993-2822
Washington, D.C. 20004-1111 Tech. assistance: (800) 872-2253
[http://www.access-board.gov] Fax: (202) 272-0081
E-mail: news@access-board.gov

Publications include Americans with Disabilities Act Accessibility Guidelines (ADAAG); Uniform Federal Accessibility Standards (UFAS), an accessibility checklist for buildings; a brochure entitled Filing a Complaint ... It’s Your Right; and technical assistance bulletins on the provisions of ADAAG (for design professionals).

Central Intelligence Agency
Director of Congressional Affairs Tel: (703) 482-6121
Room 7C38 CIA Washington, D.C. 20505 Fax: (703) 482-0672
[http://www.cia.gov/]

Commission of Fine Arts
National Building Museum Tel: (202) 504-2200
441 F Street, N.W., Suite 312 Washington, D.C. 20001-2728 Fax: (202) 504-2195
[http://www.access-board.gov]

A free publication, The Commission of Fine Arts, A Brief History, contains a list of CFA publications; most are out of print, but several may be obtained from the Commission’s offices.

Commodity Futures Trading Commission
Office of Public Affairs, Three Lafayette Centre Tel: (202) 418-5075
1155 21st Street, N.W. Fax: (202) 418-5525
Washington, D.C. 20581 E-mail: opa@cftc.gov
[http://www.cftc.gov/]

A list of the current publications distributed by the Commission is available on the Web site listed above.

Corporation for National and Community Service
Congressional and Intergovernmental Affairs Tel: (202) 606-5000, ext. 473
1201 New York Avenue, N.W., 8th Floor Fax: (202) 565-2784
Corporation for Public Broadcasting
Office of Government Relations
401 Ninth Street, N.W.              Tel: (202) 879-9840
Washington, D.C. 20004-2129        Fax: (202) 879-9697
[http://www.cpb.org]

Publications on a wide variety of topics including station activities, programming, and industry income are available. Many publications are available on our Web site.

Defense Nuclear Facilities Safety Board
Office of Public Information
625 Indiana Avenue, N.W., Suite 700 Tel: (202) 694-7000
Washington, D.C. 20004              Fax: (202) 208-6518
[http://www.dnfsb.gov]

Annual reports and recommendations on issues of importance are available upon request.

Environmental Protection Agency
Congressional and Intergovernmental Relations
1200 Pennsylvania Avenue, N.W.
Ariel Rios Building, 1301A              Tel: (202) 564-5200
Washington, D.C. 20460-0001            Fax: (202) 501-1519
[http://www.epa.gov]

Many EPA publications are available online at the Internet address above.

Equal Employment Opportunity Commission
Office of Communications and Legislative Affairs              Tel: (202) 663-4900
1801 L Street, N.W., Room 9024        Fax: (202) 663-4912
Washington, D.C. 20507                Publications: (800) 669-3362 (Voice)
[http://www.eeoc.gov/]                  or (800) 800-3302 (TDD)

An annotated list of current publications is available upon request.

Export-Import Bank of the United States (Ex-Im Bank)
Congressional and External Affairs
811 Vermont Avenue, N.W., Room 1261A              Tel: (202) 565-3230
Washington, D.C. 20571                      Fax: (202) 565-3236
[http://www.exim.gov]

Arrangements may be made through the above office for Members of Congress, congressional staff, and constituents to meet with Eximbank officers for general briefings or to discuss specific export transactions.
Special reports are released periodically by the Commission and are announced in news releases. Congressional offices will be provided copies of these reports, subject to supply on hand.

The Consumer Information Center (CIC) publishes and distributes the free, quarterly *Consumer Information Catalog*, available by writing to: Consumer Information Catalog, Pueblo, CO 81009, or by telephoning 1-888-8PUEBLO (1-888-878-3256). The catalog lists more than 200 selected booklets of consumer interest published by more than 40 federal government agencies. Topics covered include children, cars, employment, education, food and nutrition, federal programs, health, money, small business, and more. Nearly half of the publications listed are available free; the remainder are moderately priced.

One can also browse the latest *Catalog*, read and/or download text versions of the publications, order a copy of the *Catalog*, and view the latest consumer news by visiting CIC’s Web site: [http://www.pueblo.gsa.gov].

Members of the House and Senate are able to personalize copies of one of the four quarterly editions of the *Consumer Information Catalog*. This “personalized” version enables the Representative or Senator to print a personal message to his or her constituents using the CIC’s printer. Contact the Consumer Information Center at (202) 501-1794 for more information.
Groups who are able to distribute 20 or more copies of the *Consumer Information Catalog* quarterly can be placed on a mailing list for free bulk copies. Write to the Pueblo address above or visit the Web site to be placed on this list.

In addition, Members of Congress may also obtain copies of the *Lista de Publicaciones Federales en Espanol para el Consumidor*, a list of publications available in Spanish. The Consumer Information Center is administered by the General Services Administration (see entry below).

**Federal Deposit Insurance Corporation**

Public Information Center  
801 17th Street, N.W.  
Washington, D.C. 20429  
[http://www.fdic.gov]  
Tel: (202) 416-6940  
Fax: (202) 416-2076  
E-mail: publicinfo@fdic.gov

A list of the FDIC’s reports and various statistical publications are available from the above office.

**Federal Election Commission**

Information Services  
999 E Street, N.W.  
Washington, D.C. 20463  
[http://www.fec.gov]  
Tel: (202) 694-1100  
Toll Free: (800) 424-9530  
Fax: (202) 219-8504

The Federal Election Commission’s Office of Public Records maintains copies of all reports and statements filed by candidates and political committees for review or copying. Computer indexes on campaign spending and contributions are also available. Copies may be ordered by calling (202) 694-1120.

The Information Services Division assists federal candidates and political committees by explaining the federal election law, conducting research on advisory opinions, and publishing a monthly newsletter on commission decisions as well as campaign guides and other brochures. All publications are free. Requests for information and publications can be made by calling (202) 694-1100 or (800) 424-9530.

The Office of Election Administration compiles and disseminates election administration information related to federal elections, and conducts independent contract studies. Congressional offices may obtain a complimentary copy by calling (202) 694-1095.

In all cases, requests may be sent in writing to the office or calls may be made to the toll-free number.

**Federal Emergency Management Agency (FEMA)**

Office of Congressional and Intergovernmental Affairs  
500 C Street, S.W., Room 820  
Washington, D.C. 20472  
[http://www.fema.gov]  
Tel: (202) 646-4500  
Fax: (202) 646-3600
Federal Home Loan Mortgage Corporation (Freddie Mac)
Government Relations
401 Ninth Street, N.W., Suite 600  
Washington, D.C. 20004  
Tel: (202) 434-8600  
Fax: (202) 434-8627  
[http://www.freddiemac.com]

Federal Housing Finance Board
Office of Congressional Affairs
1777 F Street, N.W.  
Washington, D.C. 20006  
Tel: (202) 408-2807  
Fax: (202) 408-2950  
[http://www.fhfb.gov/]

Federal Labor Relations Authority
Information Resource Management Division
607 14th Street, N.W., Room 328  
Washington, D.C. 20424-0001  
Tel: (202) 482-6620  
Fax: (202) 482-6635  
[http://www.flra.gov/]

Federal Maritime Commission
Office of the Secretary
800 North Capitol Street, N.W.  
Washington, D.C. 20573  
E-mail: secretary@fmc.gov  
[http://www.fmc.gov]

Federal Mediation and Conciliation Service
Office of the General Counsel/Legislative Liaison
2100 K Street, N.W.  
Washington, D.C. 20427  
Tel: (202) 606-5444  
Fax: (202) 606-5345  
[http://www.fmcs.gov/]

Federal Mine Safety and Health Review Commission
Office of the Executive Director
1730 K Street, N.W., Suite 600  
Washington, D.C. 20006  
E-mail: info@fmshrc.gov  
[http://www.fmshrc.gov/]

*Federal Mine Safety and Health Review Commission Decisions* is published monthly and is available through subscription from GPO.

Federal Reserve System
Board of Governors of the Federal Reserve System
20th and C Streets, N.W.  
Room B-2125  
Washington, D.C. 20551  
Tel: (202) 452-3456  
Fax: (202) 452-2611  
[http://www.federalreserve.gov/]
Congressional offices frequently request these publications:
- Annual Report of the General Services Administration
- Catalog of Federal Domestic Assistance
- Consumer Information Catalog
- Consumer’s Resource Handbook
- Contracting Opportunities with GSA
- Federal Information Centers
- Federal Surplus Personal Property Donation Program
- Federal Travel Directory
- GSA Services Available to Members of Congress
- Sale of Federal Surplus Personal Property
- U.S. Real Property Sales List
- What is GSA?

Inter-American Foundation
Publications Office
901 North Stuart Street, 10th Floor
Arlington, VA 22203
Tel: (703) 306-4338 (publications)
(703) 306-4301 (general)
Fax: (703) 306-4365
[http://www.iaf.gov/]

Legal Services Corporation
750 First Street, N.E., 11th Floor
Washington, D.C. 20002-4250
Tel: (202) 336-7265
Fax: (202) 336-8952
[http://www.lsc.gov/]

Marine Mammal Commission
4340 East-West Highway, Room 905
Bethesda, MD 20814
Tel: (301) 504-0087
Fax: (301) 504-0099
A publications list is available upon request.

Merit Systems Protection Board
Communications Officer
Office of the Clerk of the Board
1615 M Street, N.W.
Washington, D.C. 20419
Tel: (202) 653-7200
Fax: (202) 653-7130
E-mail: mspb@mspb.gov
[http://www.mspb.gov]
A publications list is available upon request.

National Academies of Sciences
Office of Congressional and Government Affairs (OCGA)
National Academies
500 Fifth Street, N.W.
Washington, D.C. 20001
Tel: (202) 334-1601
Fax: (202) 334-2419
Internet: [http://www.nas.edu]

National Academy of Engineering and the Institute of Medicine are sister agencies of the National Academies of Sciences. Each functions along its own line of specialty. The operating arm of these organizations is the National Research Council. A publications list is available upon request. In addition, OCGA issues the monthly Academy Bulletin, also available on the Web site, listing public meetings of the four institutions and recent releases. Inclusion on the mailing list is available free upon request.

National Aeronautics and Space Administration
Office of Legislative Affairs
2 Independence Square
Room 9L33
300 E Street, S.W.
Washington, D.C. 20546-0001
Tel: (202) 358-1948
Fax: (202) 358-4340
[http://www.nasa.gov]
Some popular publications include the following, which are available by going to the National Archives and Records Administration, Seventh Street and Pennsylvania Avenue, N.W., Room G-7.

Select List of Publications of the National Archives and Records Administration, a catalog of technical publications and finding aids. Free.

Prologue: The Journal of the National Archives. Quarterly; $4 per issue; subscription $16 per year.

Information leaflets include The National Archives, Using Records in the National Archives for Genealogical Research, and Military Service Records in the National Archives.

Microfilm publications available for use and purchase are noted in the Catalog of National Archives Microfilm Publications ($5); Federal Population Census, 1790-1890s ($3.50); Federal Population Census, 1900 ($3.50); Federal Population Census, 1910 ($3.50), and Federal Population Census, 1920 ($3.50). All the above publications are also now available online from the National Archives Web site at [http://www.archives.gov/publications/microfilm_catalogs.html#resources]. For all orders under $50, add $3 for shipping and handling.

The Office of the Federal Register (202-523-5227) and the Office of Presidential Libraries (301-837-3250) are administered by the National Archives and Records Administration.

Visit NCPC’s Web site to see Extending the Legacy: Planning America’s Capital for the 21st Century, a bold vision of Washington, D.C., as it could be 50 to 100 years in the future. The Legacy document and information about NCPC’s other publications are available upon request.
National Commission on Libraries and Information Science
1110 Vermont Avenue, N.W., Suite 820
Washington, D.C. 20005-3552
Tel: (202) 606-9200
Fax: (202) 606-9203
[http://www.nclis.gov/]

The Commission has a list of publications available. Information on these publications and related papers is available at the above Internet address.

National Council on Disability
Office of Public Affairs
1331 F Street, N.W., Suite 850
Washington, D.C. 20004-1107
Tel: (202) 272-2004 (Voice)
(202) 272-2074 (TTY)
Fax: (202) 272-2022
[http://www.ncd.gov]
E-mail: mquigley@ncd.gov

A publications list is available upon request. Recent reports are available at the above Internet address.

National Credit Union Administration
Director of Public and Congressional Affairs
1775 Duke Street
Alexandria, VA 22314-3401
Tel: (703) 518-6330
Fax: (703) 518-6409
[http://www.ncua.gov]

A list of current publications is available and may be obtained at the agency’s Internet address above. Publications include an annual report, NCUA Directory, Federal Credit Union Act, and Federal Credit Union Handbook.

National Endowment for Democracy (NED)
1101 15th Street, N.W., Suite 700
Washington, D.C. 20005
Tel: (202) 293-9072
Fax: (202) 223-6042
[http://www.ned.org]
E-mail: allen@ned.org

The NED’s International Forum for Democratic Studies’ Democracy Resource Center offers access to over 10,000 titles and an electronic mailing list (Democracy-News). The Forum also publishes the Journal of Democracy.

National Endowment for the Arts
Office of Congressional and White House Liaison
Nancy Hanks Center, Room 524
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
Tel: (202) 682-5400
Fax: (202) 682-5638
[http://arts.endow.gov/]

National Endowment for the Humanities
Office of Governmental Affairs
Old Post Office Building, Room 524
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
Tel: (202) 606-8328
Fax: (202) 606-8588
[http://www.neh.gov/]
National Labor Relations Board
Division of Information
1099 14th Street, N.W., Room 9400  Tel: (202) 273-1991
Washington, D.C. 20570-0001  Fax: (202) 273-1789
[http://www.nlrb.gov/]

A list of publications may be obtained from the Division of Information.

National Mediation Board
Office of the Chief of Staff
1301 K Street, N.W., Suite 250 East  Tel: (202) 692-5000
Washington, D.C. 20572  Fax: (202) 692-5083
[http://www.nmb.gov/]

National Railroad Passenger Corporation (AMTRAK)
Office of Government Affairs
60 Massachusetts Avenue, N.E.  Tel: (202) 906-3918
Washington, D.C. 20002  Fax: (202) 906-3865
[http://www.amtrak.com/

National Science Foundation
Office of Legislative and Public Affairs
4201 Wilson Boulevard
Room 1245  Tel: (703) 292-8070
Arlington, VA 22230  Fax: (703) 292-9088/9089
E-mail: pubs@nsf.gov
[http://www.nsf.gov]

National Transportation Safety Board
Office of Government and Industry Affairs
490 L’Enfant Plaza, S.W., 6th Floor  Tel: (202) 314-6120
Washington, D.C. 20594  Fax: (202) 314-6122
E-mail: scottb@ntsb.gov
[http://www.ntsb.gov/

Nuclear Regulatory Commission
Office of Congressional Affairs  Tel: (301) 415-1776
Washington, D.C. 20555  Fax: (301) 415-8571
[http://www.nrc.gov/]

The NRC periodically publishes a list of new NRC publications. It also issues a weekly digest of NRC press releases. Members of Congress may receive either or both of these publications on a regular basis upon request. Most documents originated by NRC, or submitted to it for consideration, are placed in the Commission’s Public Document Room on the lower level at 2120 L Street, N.W., Washington, D.C., for public inspection. In addition, documents related to a specific licensing proceeding or operation are made available in the local public document room established in the vicinity of each proposed or existing nuclear facility. More than 100 such rooms are now open to the public. Congressional offices may contact the NRC at the above number to determine the location of the most convenient document room for any interested person.
The Review Commission is the independent federal agency that resolves legal disputes between private employers and another agency, the U.S. Department of Labor’s Occupational Safety and Health Administration (OSHA), over allegations that workplace safety or health violations exist. The Review Commission frequently receives requests from congressional staff with constituent complaints about working conditions. These types of requests usually require information from the agency that inspects workplaces and promulgates the regulations covering job safety and health conditions. That agency is OSHA. As an adjudicatory agency, the Review Commission’s involvement in workplace issues begins after an inspection has been contested by an employer or employees’ group.

Three publications that OSHRC produces are *A Guide to Procedures, Rules of Procedure of the OSHRC*, and *Guide to E-Z Trial Procedures*.

**Office of Government Ethics**
Attn: Congressional Liaison  
1201 New York Avenue, N.W.  
Suite 500  
Washington, D.C. 20005  
Tel: (202) 208-8000, ext. 1200  
Fax: (202) 208-8037  
[http://www.usoge.gov/]

OGE’s Web site provides a convenient method of obtaining ethics information such as ethics laws, regulations, opinions, forms, publications, pamphlets, and news. Also available for purchase is a CD-ROM which provides a quicker and easier way to research ethics issues with all essential references including executive branch ethics laws, executive orders, advisory opinions, select policy memoranda, ethics-related Federal Register issuances, OGE forms, and public and confidential financial disclosure review guides.

**Office of Personnel Management**
Congressional Liaison Office  
B332 Rayburn House Office Building  
Washington, D.C. 20515  
Tel: Capitol ext. 5-4955  
(202) 225-4955 or (202) 632-6296  
Fax: (202) 632-0832  
[http://www.opm.gov/]

This office serves both House and Senate.
Internet information provided includes coverage of prohibited personnel practices, the Hatch Act, and the Office of Special Counsel’s Annual Reports to Congress.

Overseas Private Investment Corporation
1100 New York Avenue, N.W.  
Washington, D.C. 20527  
[http://www.opic.gov/]

Panama Canal Commission
General Counsel  
1850 K Street, N.W., Suite 1030  
Washington, D.C. 20006  
E-mail: washingtonoffice@pancanal.com  
[http://www.pancanal.com/]

Peace Corps
Office of Congressional Relations  
1111 20th Street, N.W.  
Washington, D.C. 20526  
[http://www.peacecorps.gov]

Pension Benefit Guaranty Corporation
Communications and Public Affairs Department  
1200 K Street, N.W., Suite 240  
Washington, D.C. 20005-4026  
[http://www.pbgc.gov]

Several publications are available upon request: A Predictable, Secure Pension for Life: Defined Benefit Pensions, Your Guaranteed Pension Booklet, Annual Report to Congress, and Small Business Guide. Fact sheets and pamphlets on the PBGC and related subjects are also available.

Postal Rate Commission
Library  
1333 H Street, N.W., Suite 300  
Washington, D.C. 20268  
[http://www.prc.gov]
Publications for children and adults are available (free of charge for single copies), as is the quarterly PCPFS Research Digest, on the Web site above.

**Railroad Retirement Board**
Office of Legislative Affairs
1310 G Street, N.W., Suite 500
Washington, D.C. 20005-3004
Tel: (202) 272-7742
Fax: (202) 272-7728
[http://www.rrb.gov/]
E-mail: stanlma@rrb.gov

The Commission prepares a frequently revised *Publications List*, which is available free of charge upon request.

**Selective Service System**
National Headquarters
Office of Public and Congressional Affairs
Arlington, VA 22209-2425
Tel: (703) 605-4100
Fax: (703) 605-4106
[http://www.sss.gov/]

**Sentencing Commission**
Office of Publications and Public Affairs
1 Columbus Circle, N.E., Suite 2-500 South
Washington, D.C. 20002-8002
Tel: (202) 502-4590
Fax: (202) 502-4699
[http://www.ussc.gov/]


**Small Business Administration**
Office of Congressional and Legislative Affairs
409 Third Street, S.W., Suite 7900
Washington, D.C. 20416
Tel: (202) 205-6700
Fax: (202) 205-7374
[http://www.sbaonline.sba.gov/]

The *Directory of Business Development Publications* and other general information pamphlets are available upon request.
A catalog of books published by the Smithsonian Institution Press is available. Other publications should be requested from the address above.

The SJI Final Grant Guideline and other publications pertaining to the functions of the State Justice Institute are available upon request and at the Internet address above.

Information about a large number of publications on various topics may be obtained by calling the above office locally.

Information on the TDA newsletters and hotline may be obtained by calling or writing the above office, or by accessing the Trade and Development Agency’s Internet site above.

Information on the USAID publications can be obtained by visiting the USAID’s website.
United States Commission on Civil Rights
Publications Unit
624 Ninth Street, N.W. Washington, D.C. 20425
Tel: (202) 376-8110 Fax: (202) 376-7597
[http://www.usccr.gov]

A complete list of Commission publications is available free upon request. Single copies of major Commission publications are automatically distributed to each Member of Congress when issued.

United States Consumer Product Safety Commission
Office of Public Affairs
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**Index by Agency**

<table>
<thead>
<tr>
<th>Agency</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTION</td>
<td></td>
</tr>
<tr>
<td>See also Bureau of Indian Affairs</td>
<td>18</td>
</tr>
<tr>
<td>See Corporation for National and Community Service</td>
<td>16</td>
</tr>
<tr>
<td>Administration for Children and Families</td>
<td>10</td>
</tr>
<tr>
<td>Administration for Native Americans</td>
<td>10</td>
</tr>
<tr>
<td>Administration on Development Disabilities</td>
<td>10</td>
</tr>
<tr>
<td>Advisory Council on Historic Preservation</td>
<td>15</td>
</tr>
<tr>
<td>Aeronautics and Space Administration, National</td>
<td>22</td>
</tr>
<tr>
<td>African Development Foundation</td>
<td>15</td>
</tr>
<tr>
<td>Agency for International Development, U.S.</td>
<td>29</td>
</tr>
<tr>
<td>Agriculture, Department of</td>
<td>7</td>
</tr>
<tr>
<td>Air Force, Department of the</td>
<td>8</td>
</tr>
<tr>
<td>Alcohol, Drug Abuse and Mental Health Administration</td>
<td>10</td>
</tr>
<tr>
<td>Alcohol, Tobacco and Firearms, Bureau of</td>
<td>13</td>
</tr>
<tr>
<td>American Battle Monuments Commission</td>
<td>15</td>
</tr>
<tr>
<td>AMTRAK</td>
<td>25</td>
</tr>
<tr>
<td>Appalachian Regional Commission</td>
<td>16</td>
</tr>
<tr>
<td>Architectural and Transportation Barriers Compliance Board</td>
<td>16</td>
</tr>
<tr>
<td>Archives and Records Administration, National</td>
<td>23</td>
</tr>
<tr>
<td>Army Corps of Engineers</td>
<td>9</td>
</tr>
<tr>
<td>Army, Department of the</td>
<td>8</td>
</tr>
<tr>
<td>Arts, National Endowment for the</td>
<td>24</td>
</tr>
<tr>
<td>Aviation Administration, Federal</td>
<td>11</td>
</tr>
<tr>
<td>Barriers Compliance Board, Architectural and Transportation</td>
<td>16</td>
</tr>
<tr>
<td>Bureau of Economic Analysis</td>
<td>8</td>
</tr>
<tr>
<td>Bureau of Indian Affairs</td>
<td>10</td>
</tr>
<tr>
<td>Bureau of Land Management</td>
<td>10</td>
</tr>
<tr>
<td>Bureau of Reclamation</td>
<td>10</td>
</tr>
<tr>
<td>Bureau of the Census</td>
<td>8</td>
</tr>
<tr>
<td>Bureau of the Mint</td>
<td>14</td>
</tr>
<tr>
<td>See United States Mint</td>
<td>14</td>
</tr>
<tr>
<td>Business Development Agency</td>
<td>8</td>
</tr>
<tr>
<td>Census, Bureau of the</td>
<td>8</td>
</tr>
<tr>
<td>Centers for Disease Control</td>
<td>10</td>
</tr>
<tr>
<td>Centers for Medicare and Medicaid Services</td>
<td>10</td>
</tr>
<tr>
<td>Central Intelligence Agency</td>
<td>16</td>
</tr>
<tr>
<td>Children and Families, Administration for</td>
<td>10</td>
</tr>
<tr>
<td>Civil Rights, United States Commission on</td>
<td>30</td>
</tr>
<tr>
<td>Coast Guard, United States</td>
<td>13</td>
</tr>
<tr>
<td>Commerce, Department of</td>
<td>7</td>
</tr>
<tr>
<td>Commission of Fine Arts</td>
<td>16</td>
</tr>
<tr>
<td>Commission on Civil Rights, United States</td>
<td>30</td>
</tr>
<tr>
<td>Commodity Futures Trading Commission</td>
<td>16</td>
</tr>
<tr>
<td>Communications Commission, Federal</td>
<td>18</td>
</tr>
<tr>
<td>Comptroller of the Currency, Office of the</td>
<td>14</td>
</tr>
<tr>
<td>Consumer Information Center</td>
<td>18</td>
</tr>
<tr>
<td>See Federal Consumer Information Center</td>
<td>18</td>
</tr>
<tr>
<td>Consumer Product Safety Commission, United States</td>
<td>30</td>
</tr>
</tbody>
</table>
Corporation for National and Community Service ....................... 16
Corporation for Public Broadcasting ..................................... 17
Council of Economic Advisers ........................................... 5
Council on Disability, National ........................................ 24
Council on Environmental Quality ...................................... 6
Credit Administration, Farm ........................................... 18
Credit Union Administration, National ................................ 24
Customs Service, United States ........................................ 10
Debt, Bureau of the Public ............................................. 14
Defense Nuclear Facilities Safety Board .................................. 17
Defense, Department of ................................................ 8
Democracy, National Endowment for .................................... 24
Deposit Insurance Corporation, Federal ................................ 19
Development Agency, Trade and ...................................... 29
Development Disabilities, Administration on .......................... 10
Disability, National Council on ....................................... 24
Disease Control, Centers for ........................................... 10
Drug Abuse and Mental Health Administration, Alcohol ............. 10
Drug Control Policy, Office of National .................................. 6
Economic Advisers, Council of ......................................... 5
Economic Analysis, Bureau of (Commerce) ............................. 8
Economic Development Administration .................................. 8
Education, Department of ................................................ 9
Election Commission, Federal .......................................... 19
Employment Opportunity Commission, Equal .......................... 17
Endowment for Democracy, National .................................... 24
Energy, Department of ................................................... 10
Engineering, National Academy of
    See National Academies of Sciences ................................ 22
Engineers, Army Corps of ............................................. 9
Engraving and Printing, Bureau of .................................... 13
Environmental Protection Agency ....................................... 17
Environmental Quality, Council on ..................................... 6
Equal Employment Opportunity Commission .......................... 17
Ethics, Office of Government ......................................... 26
EXIMBANK .................................................... 17
Export-Import Bank of the United States (EXIMBANK) ............... 17
Fannie Mae ............................................................. 18
Farm Credit Administration ............................................. 18
Federal Aviation Administration ......................................... 11
Federal Communications Commission ................................... 18
Federal Consumer Information Center .................................. 18
Federal Deposit Insurance Corporation .................................. 19
Federal Election Commission .......................................... 19
Federal Emergency Management Agency .............................. 19
Federal Highway Administration ....................................... 12
Federal Home Loan Mortgage Corporation ............................ 20
Federal Housing Finance Board ......................................... 20
Federal Labor Relations Authority ..................................... 20
Federal Maritime Commission ........................................... 20
<table>
<thead>
<tr>
<th>Agency</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Mediation and Conciliation Service</td>
<td>20</td>
</tr>
<tr>
<td>Federal Mine Safety and Health Review Commission</td>
<td>20</td>
</tr>
<tr>
<td>Federal Railroad Administration</td>
<td>12</td>
</tr>
<tr>
<td>Federal Reserve System</td>
<td>20</td>
</tr>
<tr>
<td>Federal Retirement Thrift Investment Board</td>
<td>21</td>
</tr>
<tr>
<td>Federal Transit Administration</td>
<td>12</td>
</tr>
<tr>
<td>FEMA</td>
<td>19</td>
</tr>
<tr>
<td>Financial Management Service (Treasury)</td>
<td>14</td>
</tr>
<tr>
<td>Fine Arts, Commission of</td>
<td>16</td>
</tr>
<tr>
<td>Firearms, Bureau of Alcohol, Tobacco and</td>
<td>13</td>
</tr>
<tr>
<td>Fish and Wildlife Service, United States</td>
<td>11</td>
</tr>
<tr>
<td>Food and Drug Administration</td>
<td>10</td>
</tr>
<tr>
<td>General Services Administration</td>
<td>21</td>
</tr>
<tr>
<td>Geological Survey, United States</td>
<td>11</td>
</tr>
<tr>
<td>Government Ethics, Office of</td>
<td>26</td>
</tr>
<tr>
<td>Government Printing Office, United States</td>
<td>3</td>
</tr>
<tr>
<td>Hazardous Materials Initiatives and Training, Office of</td>
<td>12</td>
</tr>
<tr>
<td>Health and Human Services, Department of</td>
<td>10</td>
</tr>
<tr>
<td>Health Care Financing Administration</td>
<td></td>
</tr>
<tr>
<td>See Centers for Medicare and Medicaid Services</td>
<td>10</td>
</tr>
<tr>
<td>Health Resources and Services Administration</td>
<td>10</td>
</tr>
<tr>
<td>Health Review Commission, Occupational Safety and</td>
<td>26</td>
</tr>
<tr>
<td>Health, National Institutes of</td>
<td>10</td>
</tr>
<tr>
<td>Highway Administration, Federal</td>
<td>12</td>
</tr>
<tr>
<td>Highway Traffic Safety Administration, National</td>
<td>12</td>
</tr>
<tr>
<td>Historic Preservation, Advisory Council on</td>
<td>15</td>
</tr>
<tr>
<td>Holocaust Memorial Museum, United States</td>
<td>30</td>
</tr>
<tr>
<td>Home Loan Mortgage Corporation, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Housing and Urban Development, Department of</td>
<td>10</td>
</tr>
<tr>
<td>Housing Finance Board, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Humanities, National Endowment for the</td>
<td>24</td>
</tr>
<tr>
<td>Indian Affairs, Bureau of</td>
<td>10</td>
</tr>
<tr>
<td>Indians</td>
<td></td>
</tr>
<tr>
<td>See Bureau of Indian Affairs</td>
<td>10</td>
</tr>
<tr>
<td>See Native Americans, Administration for</td>
<td>10</td>
</tr>
<tr>
<td>Industry and Security, Bureau of</td>
<td>8</td>
</tr>
<tr>
<td>Institute of Medicine</td>
<td></td>
</tr>
<tr>
<td>See National Academies of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>See National Academy of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>Institute of Museum and Library Services</td>
<td>21</td>
</tr>
<tr>
<td>Intelligence Agency, Central</td>
<td>16</td>
</tr>
<tr>
<td>Inter-American Foundation</td>
<td>22</td>
</tr>
<tr>
<td>Interior, Department of the</td>
<td>10</td>
</tr>
<tr>
<td>Internal Revenue Service</td>
<td>14</td>
</tr>
<tr>
<td>International Development, United States Agency for</td>
<td>29</td>
</tr>
<tr>
<td>International Trade Administration (Commerce)</td>
<td>8</td>
</tr>
<tr>
<td>International Trade Commission, United States</td>
<td>30</td>
</tr>
<tr>
<td>Justice Institute, State</td>
<td>29</td>
</tr>
<tr>
<td>Justice, Department of</td>
<td>11</td>
</tr>
<tr>
<td>Labor Relations Authority, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Agency</td>
<td>Page</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Labor Relations Board, National</td>
<td>25</td>
</tr>
<tr>
<td>Labor, Department of</td>
<td>11</td>
</tr>
<tr>
<td>Land Management, Bureau of</td>
<td>10</td>
</tr>
<tr>
<td>Legal Services Corporation</td>
<td>22</td>
</tr>
<tr>
<td>Libraries and Information Science, National Commission on</td>
<td>24</td>
</tr>
<tr>
<td>Library of Medicine, National</td>
<td>10</td>
</tr>
<tr>
<td>Library Services, Institute of</td>
<td>21</td>
</tr>
<tr>
<td>Management and Budget, Office of</td>
<td>6</td>
</tr>
<tr>
<td>Marine Corps, United States</td>
<td>9</td>
</tr>
<tr>
<td>Marine Fisheries Service, National</td>
<td>8</td>
</tr>
<tr>
<td>Marine Mammal Commission</td>
<td>22</td>
</tr>
<tr>
<td>Maritime Administration (DOT)</td>
<td>12</td>
</tr>
<tr>
<td>Maritime Commission, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Mediation and Conciliation Service, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Mediation Board, National</td>
<td>25</td>
</tr>
<tr>
<td>Medicaid Services, Centers for Medicare and</td>
<td>10</td>
</tr>
<tr>
<td>Medicare and Medicaid Services, Centers for</td>
<td>10</td>
</tr>
<tr>
<td>Medicine, Institute of</td>
<td></td>
</tr>
<tr>
<td>See National Academies of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>Mental Health Administration, Alcohol, Drug Abuse and</td>
<td>10</td>
</tr>
<tr>
<td>Merit Systems Protection Board</td>
<td>22</td>
</tr>
<tr>
<td>Mine Safety and Health Review Commission, Federal</td>
<td>20</td>
</tr>
<tr>
<td>Minerals Management Services</td>
<td>10</td>
</tr>
<tr>
<td>Minority Business Development Agency</td>
<td>8</td>
</tr>
<tr>
<td>Mint, Bureau of the</td>
<td></td>
</tr>
<tr>
<td>See United States Mint</td>
<td>14</td>
</tr>
<tr>
<td>Museum and Library Services, Institute of</td>
<td>21</td>
</tr>
<tr>
<td>National Academies of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>National Academy of Engineering</td>
<td></td>
</tr>
<tr>
<td>See National Academies of Sciences</td>
<td>22</td>
</tr>
<tr>
<td>National Aeronautics and Space Administration</td>
<td>22</td>
</tr>
<tr>
<td>National and Community Service, Corporation for</td>
<td>16</td>
</tr>
<tr>
<td>National Archives and Records Administration</td>
<td>23</td>
</tr>
<tr>
<td>National Capital Planning Commission</td>
<td>23</td>
</tr>
<tr>
<td>National Commission on Libraries and Information Science</td>
<td>24</td>
</tr>
<tr>
<td>National Council on Disability</td>
<td>24</td>
</tr>
<tr>
<td>National Credit Union Administration</td>
<td>24</td>
</tr>
<tr>
<td>National Drug Control Policy, Office of</td>
<td>6</td>
</tr>
<tr>
<td>National Endowment for Democracy</td>
<td>24</td>
</tr>
<tr>
<td>National Endowment for the Arts</td>
<td>24</td>
</tr>
<tr>
<td>National Endowment for the Humanities</td>
<td>24</td>
</tr>
<tr>
<td>National Highway Traffic Safety Administration</td>
<td>12</td>
</tr>
<tr>
<td>National Institute of Standards and Technology</td>
<td>8</td>
</tr>
<tr>
<td>National Institutes of Health</td>
<td>10</td>
</tr>
<tr>
<td>National Labor Relations Board</td>
<td>25</td>
</tr>
<tr>
<td>National Library of Medicine</td>
<td>10</td>
</tr>
<tr>
<td>National Marine Fisheries Service</td>
<td>8</td>
</tr>
<tr>
<td>National Mediation Board</td>
<td>25</td>
</tr>
<tr>
<td>National Ocean Survey</td>
<td>8</td>
</tr>
<tr>
<td>National Oceanic and Atmospheric Administration</td>
<td>8</td>
</tr>
</tbody>
</table>
National Park Service ............................................. 10
National Railroad Passenger Corporation (AMTRAK) .................. 25
National Science Foundation ........................................ 25
National Security Council ......................................... 6
National Technical Information Service ................................ 8
National Telecommunication and Information Administration ........ 8
National Transportation Safety Board ................................ 25
Native Americans
   See also Bureau of Indian Affairs ................................ 10
Native Americans, Administration for ................................ 10
Navy, Department of the ........................................... 9
NIST ............................................................ 8
Nuclear Facilities Safety Board, Defense ................................ 17
Nuclear Regulatory Commission ...................................... 25
Occupational Safety and Health Review Commission ................. 26
Ocean Survey, National ............................................. 8
Oceanic and Atmospheric Administration, National ................... 8
Office of Government Ethics ........................................ 26
Office of Hazardous Materials Transportation ......................... 12
Office of Insular Affairs .......................................... 11
Office of Management and Budget .................................... 6
Office of National Drug Control Policy ................................ 6
Office of Personnel Management ..................................... 26
Office of Science and Technology Policy ............................... 6
Office of Special Counsel .......................................... 27
Office of Surface Mining (Interior) .................................. 11
Office of the Comptroller of the Currency ............................ 14
Office of Thrift Supervision ......................................... 14
Office of U.S. Trade Representative .................................. 7

OMB
   See Office of Management and Budget ................................ 6
OPIC .......................................................... 27
OPM ........................................................... 26
Overseas Private Investment Corporation ................................ 27
Panama Canal Commission ............................................. 27
Park Service, National .............................................. 10
Patent and Trademark Office ........................................ 8
Peace Institute, United States ....................................... 30
Pension Benefit Guaranty Corporation ................................ 27
Personnel Management, Office of .................................... 26
Physical Fitness and Sports, President's Council on ................... 28
Planning Commission, National Capital ................................ 23
Postal Rate Commission ............................................. 27
Postal Service, United States ........................................ 30
President's Council on Physical Fitness and Sports .................... 28
Printing, Bureau of Engraving and .................................. 13
Public Broadcasting, Corporation for .................................. 17
Public Debt, Bureau of the .......................................... 14
Public Health Service ............................................. 10
Railroad Administration, Federal .................................... 12
Railroad Passenger Corporation (AMTRAK), National ........................................ 25
Railroad Retirement Board .................................................................................. 28
Reclamation, Bureau of ................................................................................... 10
Research and Special Programs Administration (DOT) ........................................ 12
Safety and Health Review Commission, Occupational ........................................ 26
Savings Bonds Division, United States
  See Bureau of the Public Debt ........................................................................ 14
Science and Technology Policy, Office of ......................................................... 6
Science Foundation, National ........................................................................... 25
Sciences, National Academies of ....................................................................... 22
Secret Service, United States ............................................................................. 15
Securities and Exchange Commission ................................................................ 28
Selective Service System .................................................................................... 28
Sentencing Commission ...................................................................................... 28
Small Business Administration ......................................................................... 28
Smithsonian Institution ...................................................................................... 29
Social Security Administration .......................................................................... 29
Space Administration, National Aeronautics and Space Administration .......... 22
Special Counsel, Office of .................................................................................. 27
St. Lawrence Seaway Development Corporation ............................................... 13
Standards and Technology, National Institute of ............................................. 8
State Justice Institute .......................................................................................... 29
Superintendent of Documents ............................................................................ 3
Surface Mining, Office of ................................................................................... 11
Surface Transportation Board ............................................................................ 13
Technical Information Service, National ............................................................. 8
Telecommunication and Information Administration, National ...................... 8
Tennessee Valley Authority .................................................................................. 29
Territories
  See Office of Insular Affairs ............................................................................... 11
Thrift Investment Board, Federal Retirement ..................................................... 21
Thrift Supervision, Office of .............................................................................. 14
Tobacco and Firearms, Bureau of Alcohol, Tobacco and Firearms, Bureau of Alcohol, 13
Trade Administration, International (Commerce) ............................................. 8
Trade and Development Agency ......................................................................... 29
Trade Representative, Office of the U.S. ........................................................... 7
Transit Administration, Federal ......................................................................... 12
Transportation Barriers Compliance Board, Architectural and
  Transportation Safety Board, National .............................................................. 25
Transportation Systems Center, Volpe National ............................................... 13
Transportation, Department of .......................................................................... 11
Treasurer of the United States ............................................................................. 14
Treasury, Department of the .............................................................................. 13
TVA ....................................................................................................................... 29
United States Agency for International Development, U.S. ......................... 29
United States Coast Guard ................................................................................. 13
United States Commission on Civil Rights ....................................................... 30
United States Consumer Product Safety Commission .................................... 30
United States Customs Service .......................................................................... 14
United States Fish and Wildlife Service ............................................... 11
United States Geological Survey ....................................................... 11
United States Government Printing Office .......................................... 3
United States Holocaust Memorial Museum .......................................... 30
United States Institute of Peace ......................................................... 30
United States International Trade Commission ..................................... 30
United States Marine Corps .................................................................. 9
United States Mint ............................................................................... 14
United States Postal Service ............................................................... 30
United States Savings Bonds Division
   See Bureau of the Public Debt .......................................................... 14
United States Secret Service ................................................................ 15
Veterans Affairs, Department of ......................................................... 15
Volpe National Transportation Systems Center ..................................... 13
White House ...................................................................................... 7