

March 27, 2002

MEMORANDUM TO: Francine F. Goldberg, Director
Web Publishing and Distribution Services Division
Office of the Chief Information Officer

FROM: Charlotte L. Turner, Director */RA/*
Division of Accounting and Finance
Office of the Chief Financial Officer

SUBJECT: BIENNIAL REVIEW OF FEES AND OTHER CHARGES

Under the Chief Financial Officers Act of 1990, the agency's Chief Financial Officer is required to perform a biennial review of fees and other charges imposed "for services and things of value it provides and make recommendations on revising charges to reflect costs incurred by it in providing those services and things of value" (31 U.S.C. 902 (a) (8)). As you have the responsibility for determining certain fees and other charges (hereafter referred to collectively as "fees"), I am again asking that you review these fees to determine if they should be modified to reasonably reflect costs incurred. Your review should be limited to fees that upon collection would be deposited with the Department of the Treasury. Your memoranda dated June 19, 2000, and June 21, 2000, evidence that you performed reviews of fees in 2000.

Your office has responsibility for determining fees for the following activities: requests for information under the Freedom of Information Act and use of the Public Document Room, to include use of lockers and microfiche readers.

By July 31, 2002, please provide a report that evidences your 2002 review, provides the bases for the fees, and identifies actions taken since June 2000 or to be taken to revise the fees. The report should also summarize any changes made since June 2000 to the statutory and regulatory provisions that place constraints on revisions to fees. To the extent possible, any fee revisions should be put in place by October 1, 2002.

Should you or your staff have any questions about the biennial review, please contact Graham Johnson at 415-6042.

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