



ADMINISTRATOR
OFFICE OF
INFORMATION AND
REGULATORY AFFAIRS

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

NOV 19 2007

MEMORANDUM FOR CHIEF INFORMATION OFFICERS

FROM: Susan E. Dudley 
Administrator, Office of Information
and Regulatory Affairs

SUBJECT: Reporting for FY 2007 under the Information Quality Guidelines
and Bulletin for Peer Review

We have just completed our fifth full year implementing the Information Quality (IQ) Guidelines and our second full year implementing the Bulletin for Peer Review. Thank you for your ongoing efforts to carry out these important information quality initiatives.

The purpose of this memorandum is to provide guidance to assist you in preparing the annual reports associated with your agency's implementation of the IQ Guidelines and the Bulletin for Peer Review. This year, both the IQ Annual Report and the Peer Review Annual Report are due to OMB on *December 17, 2007*.

For IQ reporting, we are providing an excel worksheet for you to complete. **Reports provided in formats other than those requested will not be accepted.**

The Peer Review Annual Report template is based on the information that is outlined in Section VI of the Bulletin. The template for that report is in Word.

Please provide your *draft* IQ Annual Report to informationquality@omb.eop.gov and your *draft* Peer Review Bulletin Annual Report to OMB_peer_review@omb.eop.gov. **Please do not post your draft reports on your web-pages until OMB review is complete.**

Should you have any questions about these annual reports, please contact Dr. Nancy Beck (202 395-3258) for questions related to the IQ report or Dr. Margo Schwab (202 395-5647) for questions related to the Peer Review report.

Thank you for your timely response to this request. I appreciate the continuing attention that your agency gives to ensuring that the applicable Information Quality and Peer Review standards are met.

Attachments