

**Office of the
United States Trade Representative
Open Government Plan
June 1, 2014**



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Introduction

The Office of the U.S. Trade Representative (USTR) is one of five components that make up the Executive Office of the President (EOP). With about 250 employees, USTR is the second largest EOP agency. Offices at USTR are named for the regional and functional areas they represent. USTR is responsible for developing and coordinating U.S. international trade, commodity, and direct investment policy, and overseeing negotiations with other countries. The head of USTR is the U.S. Trade Representative, a Cabinet member who serves as the President's principal trade advisor, negotiator, and spokesperson on trade issues.

USTR's mission is to ensure that trade continues to move the country forward toward the President's goal of an economy that will sustain and grow a thriving American middle class in the 21st Century. President Obama's Trade Policy Agenda for 2014 outlines an ambitious scope of work to meet these goals. Across the global stage, USTR works to level the playing field for American workers, producers, and entrepreneurs while advancing market-opening negotiations with our trading partners and bolster existing ties. U.S. producers and exporters are now selling more goods and services around the world than ever before. USTR continues to actively monitor and enforce U.S. rights under our trade agreements. USTR conducts these efforts based on high standards that reflect American values on labor and on the environment, and on public engagement and transparency. The 2014 Trade Policy Agenda and 2013 Annual Report to Congress provides a roadmap of the key trade policy priorities and the accomplishments made by the Agency. This plan focuses on how USTR is expanding the conversation with all of our varied stakeholders.

<http://www.ustr.gov/about-us/press-office/reports-and-publications/2014-0>

Purpose

The Office of Management and Budget (OMB) first issued the Open Government Directive (OGD) in 2009, requiring all federal agencies to produce an Open Government Plan describing how they will address transparency, participation, and collaboration in their mission. Since that time, USTR has released its Open Government Plan in 2010 and 2012 ("the Plan"). The biennial updates of the Plan describe agency-wide efforts and new methods initiated to increase openness in our activities. This document builds upon USTR's last Open Government Plan released in June 2012 and highlights the Agency's ongoing efforts to be accountable and more transparent to the American public. This includes initiatives to seek participation from all interested stakeholders, and increase collaboration with Congress and other federal agencies.

The Plan is developed in accordance with OMB memo M-10-06, Open Government Directive:

“To create an unprecedented and sustained level of openness and accountability in every agency, senior leaders should strive to incorporate the values of transparency, participation, and collaboration into the ongoing work of their agency. Achieving a more open government will require the various professional disciplines within the Government – such as policy, legal, procurement, finance, and technology operations – to work together to define and to develop open government solutions. Integration of various disciplines facilitates organization-wide and lasting change in the way that Government works.”

Assistant United States Trade Representatives (AUSTRs) and other senior USTR officials collaborated in developing the plan as did members of USTR’s Open Government Steering Committee. USTR’s cross-agency Open Government Steering Committee includes core membership from USTR’s Offices of Administration, Intergovernmental Affairs and Public Engagement, Public and Media Affairs, Congressional Affairs, Trade Policy and Economics, FOIA, and Office of the General Counsel. In drafting the 2014 Open Government Plan, individuals representing USTR’s Open Government Steering Committee met twice with a panel of civil society stakeholders to receive ideas on how the Agency can increase transparency, participation, and collaboration.

The Plan addresses how: (1) USTR is addressing transparency, participation, and collaboration; (2) the Open Government Flagship Initiative is incorporating the Open Government values and objectives into the most significant and largest trade agreement negotiations ever undertaken by the United States; and (3) USTR is addressing recommendations from civil society and other interested stakeholders, including proactive disclosures.

Open Data

Since 2010, USTR has been publishing a list of our publicly available data sets on <http://www.ustr.gov> and on <http://catalog.data.gov>. In August 2014, USTR plans a website refresh which will include a new data inventory page www.ustr.gov/data. Publication of this new page will meet the requirements of the Open Data Policy and USTR’s commitment in its Open Government Plan and will track efforts as USTR continues to enrich, expand, and open our data inventory.

Documents on USTR’s web site are maintained in a Content Management System (CMS), which includes metadata “tags” describing the nature of the content. Based on the tags, documents are automatically cross-linked as appropriate throughout the site. For example, when a press release related to Africa and the Environment is posted, a link to the release will automatically appear on

the Africa, Environment, and Press pages. As part of the site refresh, USTR plans to leverage the CMS capability to enable automatic, continuous feeds of information, or “syndication” of the content. In addition to the CMS capability, the content of each document is fully indexed and searchable via the USA.gov search engine.

USTR identifies and prioritizes high-value data sets in conjunction with the annual review cycle for Open Government reporting. Each year, the list of existing datasets is reviewed and updated. During the current review cycle, USTR has identified the automatic syndication of trade content as a priority.

As a member of the Export Promotion Cabinet (EPC), USTR participates in developing digital strategies to maximize the effectiveness of federal programs supporting trade and investment under the National Export Initiative (NEI). Over the past year, USTR has engaged with the Department of Commerce and others to create a Virtual “One-Stop Shop” for Federal Export Assistance. Working through the BusinessUSA.gov project team, USTR helped develop standards and an Application Programming Interface (API) for integrating EPC agencies’ content into the Export.gov portal. All EPC agencies will be required to produce and coordinate U.S. exporter-facing content (e.g., events, market research, etc.) that meets these standards to allow for information to be dynamically integrated and publicized on the portal. As a part of the web site refresh, USTR plans to include the API for publishing its own relevant content to this portal. In addition to feeding the Export.gov portal, when information is published in machine readable formats, that information, and especially its metadata, can be shared via “syndication” that enables automatic, continuous feeds of the information. A user, using any one of a number of applications, can request that the information be “pushed” to their machine.

Proactive Disclosure

USTR actively works to disclose information of interest regarding its trade policy priorities and daily activities with stakeholders and the public. Stakeholder input is critical to the Agency’s trade policy development. USTR continues to build on practices put in place as a direct result of the 2012 Open Government plan and previous consultations with civil society stakeholders. USTR uses a variety of methods to proactively inform and share timely updates with the media, inquiring Members of Congress, cleared advisors, interested stakeholders, and the public.

Informational Releases. The Office of Public Affairs manages the release of timely information directly to the public and the media regarding developments in trade policy and makes the information available to the public on the Agency’s website. This release of information happens

in the form of press releases, fact sheets, blogs, newsletters, reports, in-person briefings and via teleconferences (www.ustr.gov). Each of USTR's hundreds of press releases was transmitted to foreign media in addition to domestic press. USTR held interviews and press events with each U.S. Trade Representative (Ron Kirk and Michael Froman) on all foreign trips from 2011 to the present, as well as numerous additional press events and foreign media interviews around the world with Deputy USTRs Marantis, Punke, Sapiro, Siddiqui, Cutler and other USTR senior staff (Assistant USTRs).

Upcoming Events. The daily activities of USTR's senior officials are made available to the public weekly by the Office of Public Affairs. The dates of trade negotiations, opportunities for stakeholder engagement, and official travel dates are other types of information posted for public awareness and increased transparency in meeting the goals of the trade agenda. For example:

<http://www.ustr.gov/about-us/press-office/press-releases/2014/May/press-office-week-ahead-May-26-30>

<http://www.ustr.gov/about-us/press-office/press-releases/2014/May/TPP-meetings-in-Vietnam>

Freedom of Information Act (FOIA). USTR's Chief FOIA Officer maintains a log of FOIA requests and writes a report annually on the requests for information USTR receives. This information is available to the public on USTR's website and includes additional details on previous FOIA requests and responses, a point of contact, and instructions on how to make a FOIA request, and other useful information.

<http://www.ustr.gov/about-us/reading-room/freedom-information-act-foia>

Congressional Relations. USTR has a strong relationship with the United States Congress on trade issues which is led by the Office of Congressional Affairs. USTR's Committees of Jurisdiction, Members of Congress and their staffs closely monitor trade relations and the work of USTR. USTR is in frequent communication with Congress. For example, since the beginning of the Trans-Pacific Partnership (TPP) negotiations in 2011, USTR officials have briefed Congress and their staff on more than 1200 occasions. In addition to the in-person briefings, Congress often requests USTR's position on domestic and international regarding trade issues. USTR provides a number of annual reports to Congress as determined by law and by practice. These reports are available on USTR's website and give in depth knowledge of the Agency's accomplishments, enforcement and compliance efforts for existing trade agreements, foreign barriers to trade, and insight to the President's priorities for the trade agenda for the upcoming year.

www.ustr.gov/about-us/congressional-affairs

Stakeholder Engagement. USTR's Office of Intergovernmental Affairs and Public Engagement plans the strategic relationship with stakeholders from civil society, business, academia, sub-federal leaders, cleared advisors, and the public. Stakeholders are informed of trade policy developments through a variety of mechanisms such as in-person briefings with trade negotiators, broad public calls with senior USTR officials, emailed press releases, and roundtable events. With nearly 700 cleared advisors, they make up a significant portion of stakeholder input and are representative of the various sectors with an interest in trade issues. Cleared advisors have access to United States proposals for text within trade negotiations. Advisors' comments are solicited and shared with our negotiators.

<http://www.ustr.gov/about-us/intergovernmental-affairs>

Broader Public Engagement. Recently USTR has taken steps to enhance public engagement and openness in its consultation process for the 2014 Special 301 Report. In addition to accepting written comments for submission announced in the *Federal Register*, USTR conducted a public hearing for registered individuals to testify before an interagency Special 301 Committee. For the first time, USTR recorded and posted the hearing on its website and allowed a two week comment period where hearing participants and others could submit additional information in response to the testimony. More than 100 post-hearing submissions were received including submissions from 21 of our trading partners. Since the beginning of the Obama Administration the consultation process for the Special 301 Report has evolved to include a hearing, opportunities for countries to address accusations made by the public, and multiple deadlines to file comments.

<http://www.ustr.gov/about-us/press-office/blog/2014/February/Trade-Spotlight-USTR-hosts-Public-Hearing-on-2014-Special-301-Report>

<http://www.ustr.gov/about-us/press-office/press-releases/2014/April/USTR-Releases-Annual-Special-301-Report-on-Intellectual-Property-Rights>

<http://www.ustr.gov/sites/default/files/03182014%20TRANSCRIPT%202014%20Special%20301%20Hearing%20FINAL.pdf>

<https://www.youtube.com/playlist?list=PLTWMCmrLzaxo4qtXFDmjyAixWjbEdxgPC>

Further Efforts. USTR continues to look for ways to improve transparency to benefit its external stakeholders and the public. Over the course of the next year, USTR will be reviewing our media inquiries, Congressional correspondence, advisory committee meetings, and other administrative processes to build on our proactive disclosures.

Privacy

USTR is a component of the Executive Office of the President (EOP). USTR information technology and records systems are owned and operated by government staff and contractors under the purview of the EOP Office of Administration (OA), Office of the Chief Information Officer (OCIO) who is responsible for privacy reporting associated with these systems. In addition to EOP systems, USTR also maintains records in “government-wide” systems for which other Federal agencies are responsible, and negates the requirement for USTR to publish privacy notices and reports related to these systems. The government-wide systems used by USTR include the following: [EPA-GOVT-2 - Federal Docket Management System \(FDMS\)](#), [GSA/GOVT-3 - Travel Charge Card Program](#), [GSA/GOVT-4 - Contracted Travel Services Program \(E-TRAVEL\)](#), [GSA/GOVT-6 - GSA SmartPay Purchase Charge Card Program](#), [OGE/GOVT-2 - Executive Branch Confidential Financial Disclosure Reports](#), [OPM/GOVT-1 - General Personnel Records](#) and [OPM/GOVT-2 - Employee Performance File System Records](#).

Whistleblower Protection

Certification Plans

The head of each agency is required by 5 U.S.C. § 2302(c) to ensure, in consultation with the U.S. Office of Special Counsel (OSC), that employees are informed of their rights and remedies under the prohibited personnel practices and whistleblower retaliation protection provisions of Title 5. To comply with this requirement, USTR submitted the registration form to commence participation in the in OSC’s 2302(c) Certification Program. With the arrival of the new Chief Counsel for Administrative Law, USTR will embark on completing the five requirements for certification by October 1, 2014. USTR will work with OSC and the Government Accountability Project (www.whistleblower.org) for their assistance on program implementation.

No FEAR Act

The Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 (No FEAR Act) became effective on October 1, 2003. The Act imposes additional duties upon Federal agency employers intended to reinvigorate their longstanding obligation to provide a work environment free of discrimination and retaliation. USTR provides No FEAR Act training for all employees

annually. New employees receive a handout on the No FEAR Act at new employee orientation, which is read and signed by the employee.

Website and Public Notice

Current State

WWW.USTR.GOV is the official public web site of the Office of the United States Trade Representative. The site is the primary resource for all information on trade issues, policy, and agreements conducted by the United States government. USTR seeks the public's input on the information on this content-rich website (more than 20,000 documents, primarily pdf OCR capable). USTR continuously enhances its website to ensure flexible site growth and expansion, effectively communicates USTR's brand, and is inviting for user interaction. The website enables users to follow trade policy news and updates, as well as to share their questions and their trade stories with USTR. USTR uses social media outreach including Facebook and Twitter feeds, as well as multimedia tools using Flickr and YouTube, where Americans across the country and people around the globe can get the most up-to-date information about USTR's actions.

The Office of Public and Media Affairs manages USTR.gov as an interactive website that allows USTR to create and maintain an open dialogue on trade policy. The website features all [press releases](#), [fact sheets](#), [reports](#) and [speeches](#) sent to press and made available to all members of the public. The website also includes an [official blog](#), which features content written by [Ambassador Michael Froman](#) and other USTR officials, as well as content cross posted from other government agencies. In addition, the website features a "[Press Office Week Ahead](#)" to inform members of the public of USTR's upcoming events. Finally, the Office of Intergovernmental Affairs and Public Engagement sends out bi-weekly newsletters on key events, to which members of the public can [subscribe](#).

USTR uses the following social media tools to stay engaged with the public: Twitter, Facebook, YouTube, Vimeo, and Flickr. In addition to the existing official Twitter handle @USTRadeRep, which has 28.9K followers, this year USTR added two additional Twitter handles for increased engagement with members of the public. In March 2014, Ambassador Michael Froman launched his official account @MikeFroman, and the Public Affairs Office launched @USTRspox, the account of the USTR spokesperson, Trevor Kincaid. USTR tracks the metrics of engagement on social media using analytics including the number of mentions in tweets, retweets of our official content, and the use of key hashtags. The USTR handles also engage in periodic "TwitterChats" to engage with the public and participate in digital conversations.

USTR also tracks the metrics that indicate the level of public interest (e.g., number visits, posts, “fans”) in the information on the website. In 2013, there were 138 blog posts; 2,046,888 visits to the website; and 4,612,168 page views at the website. Both website visits and page views increased by hundreds of thousands from 2012.

USTR utilized social media throughout 2013, and has accrued a total of 28,966 Twitter followers (and sent 2,369 tweets and re-tweets), 4,777 Facebook fans (who received 81 USTR-generated posts throughout 2013), and 146 YouTube Subscribers.

On May 23, 2012, President Obama issued the Digital Government Strategy Initiative aimed at creating a 21st century digital platform that better serves the American people. USTR is working diligently to use the Digital Government Strategy as a framework to improve digital services for our customers. As a member of the Export Promotion Cabinet (EPC), USTR has participated in developing digital strategies to maximize the effectiveness of federal programs supporting trade and investment under the National Export Initiative (NEI). Over the past year, USTR has engaged with the Department of Commerce and others to create a Virtual “One-Stop Shop” for Federal Export Assistance. Working through the BusinessUSA.gov project team, USTR helped develop standards for integrating EPC/TPCC agencies’ content into the Export.gov portal. All EPC/TPCC agencies will be required to produce and coordinate U.S. exporter-facing content (e.g., events, market research, etc.) that meets these standards to allow for information to be dynamically integrated and publicized on the portal.

USTR maintains over 20 thousand content items in digital form on its website that is fully indexed and searchable. Adapting this content to the standards established through the EPC will make the content further accessible via other trade portal sites and mobile devices.

Future State

A comprehensive redesign of the site was completed in June 2009. The site has performed well since the redesign and is meeting USTR Mission needs; however a refresh is required to make to site work faster and better integrate social media content. The objectives are to better display key content, better integrate and encourage use of our social media content, and better utilize videos, pictures, and graphics to enhance our written content, and provide an easy-to-navigate platform for visitors to receive comprehensive information on our trade agreements and initiatives. The refresh will improve the look of pages, but the structure and content will remain intact. The refresh will move the site to new hardware, enabling faster administration of content and responsiveness to the public.

Overview of intended changes:

- Update the style and layout of pages to better display key content, integrate and encourage use of our social media content;
- Update the style and layout of pages to better utilize videos, pictures, and graphics to enhance our written content; and
- Update from Drupal 6 to Drupal 7 including Web FM (database for file attachments) to the new file database used by Drupal 7.

Specific updates to be completed:

- An enlarged front page feature section will better highlight graphics, videos, and pictures with more space for written content;
- A ‘Social Hub’ feature will draw content from the USTR blog, Twitter feed, Facebook posts, Flickr pictures, and Youtube videos and feature them prominently on the front page, encouraging visitors to view and engage our social media channels;
- A popular topics section will draw attention to key initiatives in our trade agenda. It will feature larger graphics and introductory content on our key initiatives, like TPA, TPP, and T-TIP, but can also be updated to reflect important events, i.e., WTO Trade Facilitation Agreement and Environmental Goods Trade initiative;
- A separate USTR News page that is linked on the front page will organize all press releases, fact sheets, speeches, reports, and federal register notices and will free up real estate on the front page;
- A more prominent Benefits of Trade section feature on the front page will include a section on State benefits of trade, ‘testimonials’ and a section to share comments and stories. The State benefits of trade section will allow visitors to see the benefits of trade in general, and of TPP/T-TIP for each state;
- Updated “countries” tab with an interactive map on the page home that allows each country page to aggregate trade data, information on trade agreements and available data on labor, environment, IPR, etc.; and
- An “Ambassador’s Corner” to archive all blogs, op-eds, videos, etc. from the Agency Head. This space will also highlight twitter-chats, informational videos, etc. that may be more engaging for site visitors.

Participation in Transparency Initiatives

USTR participates in a limited number of government-wide transparency initiatives as its programs and budget are limited. USTR uses Data.gov and eRulemaking, respectively, in posting

its limited data sets and requesting public participation in rulemaking and non-rulemaking trade initiatives.

Records Management

USTR is responsible for creating and preserving records that adequately and properly document the organization, functions, policies, decisions, procedures, and essential transactions of USTR. USTR's records management policy establishes specific requirements under which USTR records are effectively and efficiently managed throughout their lifecycle to facilitate the accomplishment of USTR's programmatic and administrative missions; to preserve official USTR records in accordance with applicable statutory and regulatory requirements; and to promote access to information by USTR staff, USTR partners, and the public, as appropriate. This responsibility is delegated to the Assistant U.S. Trade Representative (AUSTR) for Administration, Fred L. Ames, as the Senior Agency Official (SAO). He is assisted by the designated Records Officer, Shelia M. Edwards.

The SAO is responsible for leadership, planning, overall policy, guidance, and general oversight of records management in the Agency, and its incorporation into the broader information resources management framework. The Office of General Counsel assists with determining what records are needed to provide adequate and proper documentation of USTR activities and in specifying appropriate disposition for USTR records. The Office of General Counsel also assists in determining the retention of Agency records that may be needed for internal investigation and audit purposes.

The vital records program is one element of the Agency's emergency management and disaster preparedness and records management functions. USTR must identify and protect those mission essential records that specify how USTR will operate in case of an emergency, disaster, or threat of disruption, and those records essential to the continued operations of the Agency. Supporting documents include USTR's Continuity of Operations Plan (COOP). The Executive Office of the President's central file servers and email system are designed to remain available in case of an emergency, disaster, or threat of disruption. All USTR vital records are stored on these systems. USTR addressed more recent records management requirements, including the President's November 28, 2011, Memorandum on Managing Government Records and the accompanying August 24, 2012, Managing Government Records Directive.

- Completed required agency actions in the Memorandum;
- Submitted Records Management Self Assessments for 2012 and 2013;

- Registered in the Electronic Records Archives (ERA) in order to permanently transfer records to NARA. Although no records were transferred in 2013 or to date in 2014, anticipate permanent archiving during the latter half of CY 2014;
- Identified permanent records 30 years or older; and
- Identified unscheduled records.

Records management plans for 2014 forward:

- Inventory Agency departmental needs for records management and prepare new records schedules to meet current needs,
- Submit records schedules by beginning of FY15 to address electronic records management by 2016, and
- Update records management directive.

Further information on USTR's record management system and vital records can be found at: <http://www.ustr.gov/about-us/reading-room/freedom-information-act-foia/electronic-reading-room>.

Freedom of Information Act (FOIA)

The Freedom of Information Act (FOIA) Program at the Office of the U.S. Trade Representative (USTR) is administered through the Office of General Counsel (OGC). The USTR FOIA Office consists of a Chief FOIA Officer, a FOIA Program Manager/Attorney, and one FOIA Program Analyst who also acts as our FOIA Public Liaison (<http://www.ustr.gov/about-us/reading-room/freedom-information-act-foia>). Together USTR's FOIA team provides guidance to the Agency's nearly 250 employees on FOIA policy.

FOIA requests submitted to USTR vary in size and complexity from narrow requests for a single or a few documents to voluminous and complex requests that require broad searches and review of thousands of pages of text and emails. Many of USTR's documents contain sensitive national security information and are classified pursuant to Executive Order 13526. Before USTR can make a release determination, the review of responsive records often requires coordination with other Federal agencies, foreign governments, and commercial entities, whose information may be contained in USTR records. Accordingly, to be responsive USTR processes FOIA requests incrementally, often by providing interim replies with portions of responsive records rather than waiting until all records are processed. The number of FOIA requests USTR receives per year has steadily risen over the last several years from an average of 50 per year to a record high of 97

requests in fiscal year 2013.

Requests generally fall into one of four categories: trade agreement negotiating documents, correspondence with members of Congress, correspondence with interest groups, and disputes documents. At the end of fiscal year 2013, USTR had a backlog of 35 FOIA requests and as of May 2014, USTR has 20 FOIA requests pending. USTR has provided interim responses for 10 of these outstanding requests. USTR does not have a significant backlog and only 5 of the 20 pending requests are more than one year old.

Upon receipt of a FOIA request, the FOIA specialist transmits the request by e-mail to the action Assistant USTR(s) who has 48 hours to name the person on his/her staff that will be responsible for collecting the responsive documents. The FOIA specialist tracks all incoming FOIAs on a log, and transmits the due date to the action officer. At a weekly FOIA meeting between USTR's FOIA specialist and FOIA program manager, the status of all FOIAs is reviewed and the action offices are contacted, as necessary, to ascertain if they are on course to complete the FOIA.

Recent Accomplishments to Further Integrate a Presumption of Openness

Discretionary Releases of Information. Generally, the information USTR withholds from public disclosure falls under one of four FOIA exemptions: exemption 1 for classified National Security information; exemption 4 for confidential commercial information; exemption 5 for privileged and deliberative process information; or exemption 6 for privacy-protected information. USTR continues its practice of conducting "Holder reviews" of all FOIA responses to ensure the Agency is properly applying the presumption of openness standard when processing documents for release. Because USTR cannot discretionarily release information it withholds under exemptions 1, 4, or 6, USTR primarily conducts reviews of information protectable under exemption 5 to determine whether there is an actual risk of harm to the Agency if such information is released. The FOIA Office works with subject matter experts to carefully review deliberative and/or privileged information to determine whether it can be released. Three examples of such information USTR discretionarily released after conducting the requisite harm analysis include:

1. Deliberative email related to the entry of Canada into the negotiations of the proposed Trans Pacific Partnership (TPP) trade agreement;
2. Deliberative memoranda related to the negotiation and ratification of a bilateral investment treaty between the United States and Egypt; and
3. Deliberative information contained in a chart listing Workers' Rights Cases under the Generalized System of Preferences (GSP) Program.

Enhanced Communications with Requesters. To respond to FOIA requests with more accurate

information in a timelier manner, USTR has increased its practice of contacting requestors with the relevant USTR staff present to answer questions and help scope the request. Engaging with requestors on the phone helps ensure that both the Agency and the requester have the same precise understanding of the scope of the request. If the request is overly broad, USTR will seek to narrow it to match the requestor's interest and therefore respond with more accurate information. If the records sought appear to reside with another agency, USTR will work with the requester to make contact with the appropriate entity.

Other initiatives with a presumption of openness include inviting requestors to USTR for briefings on the material covered by their FOIA search and contacting other offices within the Executive Office of the President (EOP) that may have received the same request to determine whether USTR is releasing as much information as possible.

Cooperation with Office of Government Information Services (OGIS) and Extensive Requester Outreach to Resolve Complex FOIA Requests. In February 2013, USTR received a FOIA request from a catalogue-style magazine company represented by a private attorney seeking USTR's newsletter mailing list. This list contains over 10,000 names and email addresses of people who receive periodic news and information from USTR about how the Agency is conducting its trade negotiation and enforcement mission. USTR quickly conducted a thorough search for records and redacted names and personal portions of email addresses under FOIA exemption (b)(6) to provide over 300 pages of information about the types of organizations and number of individuals which receive the USTR newsletter. The company appealed our response in June of 2013 stating the public had no right to privacy in their names and email addresses. USTR extensively researched this issue as it relates to membership lists and took the extra step of seeking assistance from the Department of Justice (DOJ) Office of Information Policy (OIP) attorneys to determine its obligations to protect the privacy of its newsletter subscribers while also meeting its obligation of transparency under the FOIA. USTR re-reviewed over 300 pages of records to remove redactions and provided additional information on the email addresses that were not directly linked to individuals while affirming its earlier decision regarding personal email addresses.

The requester then engaged the Office of Government Information Services (OGIS) to review USTR's appeal response. USTR had no prior experience working with OGIS to resolve FOIA disputes but proactively worked with the requester and OGIS to provide further justifications regarding our decision to continue to withhold what USTR determined to be sensitive information. Due in large part to our diligent research and explanation of this complex area of the law where privacy and transparency intersect, USTR successfully resolved this dispute. USTR will continue to increase the sophistication of how the agency responds to requestors by collaborating with OGIS on future controversial requests.

USTR's Goals to Further Integrate a Presumption of Openness

Improve the Referral/Consultation Process. USTR will improve the efficiency of the FOIA referral/consultation process with other federal agencies when USTR locates records or information that originated with another agency. USTR's initial focus will be on developing standard procedures for consulting with the agencies with which USTR most often share equities in documents, such as the Departments of State and Commerce. The FOIA Office will engage with FOIA managers at these agencies to commence discussions on modernizing our referral and consultation processes. In addition, the FOIA Office will analyze the referrals and consultations USTR has sent to and received from these agencies during the last few years to determine whether USTR can isolate categories of information that can be handled according to a set of standard procedures. USTR believes these initiatives will speed up FOIA processing and enhance the overall customer service aspect of our FOIA process.

Enhance the Content on the USTR FOIA website. USTR will expand and modernize the content on the FOIA pages of its website. During a recent Open Government Workshop, USTR received a number of requests from members of Civil Society groups to increase the amount and breadth of information it proactively discloses to the public. The FOIA Office will seek input from our other public facing offices such as the Office of Public Affairs and the Intergovernmental Affairs and Public Engagement Office to determine which information our stakeholders are most interested in receiving. USTR will then work to collect and post more of these types of information online proactively rather than waiting for FOIA requests. Finally, the FOIA Office will continue in its efforts to post prior year FOIA requests that are likely to be of interest to the public and our responses to these requests. USTR understands that it must respond to direct suggestions from the public and Civil Society groups in order to meet its goal of enhanced transparency.

Develop Engaging FOIA Training and Ensure USTR Staff are Well-Informed of their Obligations. USTR will increase efforts to ensure that all USTR staff members are mindful of their obligations to assist the FOIA Office in responding to requests in a timely manner with quality responses. The FOIA Office will work with the Department of Justice, Office of Information Policy to develop high quality and engaging training. This instruction must describes employees' obligations to properly search for records and to assist FOIA personnel with reviewing information to apply FOIA exemptions in a careful manner, balancing risks to the Agency of disclosing exempt information with the Administration's presumption of openness. USTR recognizes that it must make full compliance with the FOIA a central part of its commitment to Open Government and a well-trained staff is critical to meeting this commitment.

For More Information on FOIA at USTR

The following web site link further details on USTR's FOIA process: <http://www.ustr.gov/about-us/reading-room/freedom-information-act-foia>. USTR Annual FOIA Reports (in both PDF and XML formats) are available at: <http://www.ustr.gov/about-us/reading-room/freedom-information-act-foia/annual-foia-reports>.

Congressional Requests

USTR maintains a strong relationship with Congress. The Office of Congressional Affairs manages relations with the United States Congress for the Office of the U.S. Trade Representative (USTR). The Office of Congressional Affairs plays a pivotal role in the development of U.S. trade policy through communication with Congress and serves as a point of contact for Members of Congress and their staffs to ensure that our trade policy is responsive to their needs and interests.

The Office of Congressional Affairs provides briefings to Members of Congress, responds to Congressional inquiries, provides advice to Congressional constituents, and coordinates with other offices within USTR to consult with Congress during trade negotiations and trade disputes. The Office of Congressional Affairs works to ensure all Members of Congress have access to texts of ongoing trade negotiations with U.S. trading partners. Transcripts of all past hearings and notices of upcoming hearings are posted on the USTR website.

The Office is staffed with an Assistant U.S. Trade Representative for Congressional Affairs, a Deputy Assistant U.S. Trade Representative for Congressional Affairs, and normally two or three Congressional Affairs Directors.

Responding to Congressional Requests for Information

The Office of Congressional Affairs also oversees all Congressional correspondence and requests for information. When a Congressional letter or request for information is received by USTR, it is entered into our tracking system and a response is drafted. USTR's Executive Secretariat Office follows up and works with USTR offices, as appropriate, to ensure items are responded to in a timely manner.

Along with the Executive Office of the President (EOP), in late 2013, USTR implemented a new correspondence tracking system. This system gives USTR several new capabilities that provides

for more efficient management of correspondence. The system will allow our small staff to quickly and efficiently respond to a large number of correspondence received on a daily basis.

USTR's process provides high-level visibility of all Congressional correspondence. Our goal is to guarantee that all Senators, Congressmen, and in particular Committee leadership have been afforded the benefit of written USTR responses before the Ambassador is scheduled to meet with them.

Further information is available at: <http://www.ustr.gov/about-us/congressional-affairs>.

Declassification

Executive Order 13526, as amended, *Classified National Security Information*, establishes a uniform system for classifying, safeguarding, and declassifying national security information. USTR is committed to both protecting information critical to our Nation's security and demonstrating commitment to Open Government through proper application of classification standards and effective declassification processes.

The Office of Security, within the Office of Administration, USTR serves as the central point for providing policy guidance and operational oversight for classification and declassification activities throughout USTR, and actively coordinates systematic declassification review efforts required under Executive Order 13526.

USTR addresses declassification requirements through collaboration with our functional and geographical offices to perform periodic reviews of classified holdings of national security information. The following describes our various programs.

Automatic Declassification

The Automatic Declassification Program pertains to our original classification determinations. Classified information identified as having permanent historical value is automatically declassified once it reaches 25 years of age unless our Agency Head has determined that it falls within a narrow exemption that permits continued classification and it has been appropriately approved.

Records that contain other agencies' classified information are referred back to those agencies for action. Though USTR may consider our interests as de-classifiable, documents will not be fully declassified until other agencies' equities are cleared.

Systematic Declassification

The Systematic Declassification Program is USTR's complementary program to automatic declassification. USTR requires all of its functional and geographical offices that created classified records of permanent historical value exempted from automatic declassification to conduct a systematic declassification review.

Mandatory Declassification Review

The Mandatory Declassification Review Program requires USTR to review specific classified national security information for purposes of seeking declassification. This program allows historians, researchers, and other members of the public to identify documents and or information pertinent to their research, and request USTR to perform a declassification review.

Interagency Security Classification Appeals Panel (ISCAP)

Mandatory declassification review decisions that have been denied by USTR may be appealed to the Interagency Security Classification Appeals Panel (ISCAP). This panel provides the necessary checks and balances for the mandatory declassification review program and a venue for presenting appeals to a neutral body.

Accessing Declassified Information via FOIA Requests

USTR's Freedom of Information Act (FOIA) Officer, located within the Office of the General Counsel, exercises oversight for the FOIA program by coordinating the implementation of government-wide policies and initiatives, facilitating meetings for training and collaboration, and processing FOIA inquiries that involve multiple functional and geographical offices. The FOIA Appeals Committee, chaired by the Assistant U.S. Trade Representative for Administration, reviews all appeals for information withheld under Exemption 1, and makes independent assessments of the continued and proper classification of those documents.

To file a Mandatory Declassification Review Request, please contact:

Director, Office of Security
Office of the United States Trade Representative
1724 F Street, NW
Washington, DC 20508

Participation and Collaboration

In his February 18, 2014 speech entitled, “A Values-Driven Trade Policy”, [<http://www.ustr.gov/about-us/press-office/press-releases/2014/February/A-Values-Driven-Trade-Policy-Remarks-by-USTR-Froman-at-Center-for-American-Pi>], Ambassador Froman underscored USTR’s commitment to transparency and described USTR’s efforts to broaden engagement with our stakeholders. USTR’s Office of Intergovernmental Affairs and Public Engagement coordinates stakeholder engagement for the agency by providing outreach to and facilitating dialogue with state and local governments, the business and agricultural communities, labor, environmental, consumer, and other domestic groups on trade policy issues.

As the Obama Administration negotiates new trade agreements, USTR works in close consultation with Members of Congress, advisors, stakeholders, and the public at large. Input from these groups is essential for informing and advising U.S. negotiators as they pursue agreements that will open markets and raise global standards on issues like labor rights and environmental protection. With input from stakeholders, U.S. negotiators are pursuing trade agreements with the goal of increasing U.S. exports and, in doing so, creating opportunities for new jobs and higher wages for American workers that support widely shared prosperity.

As part of that consultation process, USTR works with a series of advisory committees that were established by Congress to provide forums where stakeholders can provide their views. These include:

Tier I

President’s Advisory Committee on Trade Policy Negotiations (ACTPN)

Tier II

Agricultural Policy Advisory Committee (APAC)

Intergovernmental Policy Advisory Committee (IGPAC)

Labor Advisory Committee (LAC)

Trade Advisory Committee on Africa (TACA)

Trade and Environment Policy Advisory Committee (TEPAC)

Tier III

Agricultural Technical Advisory Committees (ATACs)
Industry Trade Advisory Committees (ITACs)

Among the advisory committee members are industry representatives, labor unions, environmental groups, consumer groups, health groups, state and local government, and academia. These committees are provided and have an opportunity to comment on all draft U.S. proposals before they are shared with other countries. That information is provided equally to all members of the committees, industry and non-industry alike. All advisors have access to the same information.

For additional information on stakeholder consultation, see <http://www.ustr.gov/about-us/press-office/blog/2014/February/a-note-on-stakeholder-consultation>.

USTR actively promotes greater transparency and public participation on trade-related concerns, such as environmental issues: <http://www.ustr.gov/trade-topics/environment/public-outreach>. For example, the Dominican Republic - Central America - United States Free Trade Agreement (CAFTA-DR) Environmental Affairs Council's Secretariat for Environmental Matters has substantially increased public participation and outreach. Since 2007, the Secretariat has received 29 submissions from the public regarding effective enforcement of environmental laws that have fostered a constructive dialogue among stakeholders and the CAFTA-DR Parties and have led to a number of positive improvements in environmental enforcement: <http://www.ustr.gov/about-us/press-office/blog/2014/April/8th-Meeting-CAFTA-DR-Environmental-Affairs-Council-highlight-progress-environmental-result>.

Civil society stakeholders offered a number of recommendations to the Agency to improve transparency and participation which primarily focused on the Trade Advisory Committee System and FOIA. Taking into consideration recommendations made by civil society, USTR plans to take actions to update and formalize procedures related to advisory committees and stakeholders which will enhance openness and transparency in our core mission.

Future improvements for increased participation include:

- Continue efforts to diversify representation on USTR's advisory committees;
- Make available an inventory of committee members and include a point of contact on USTR's website for public awareness;
- Include a section on USTR's website on how to apply to become a cleared advisor; and

- Use USTR's Open Government page <http://www.whitehouse.gov/open/around/eop/ustr> to announce open stakeholder events and trade initiatives.

Since its creation in February 2012, the International Trade Enforcement Center (ITEC) has conducted and expanded outreach regarding its mission and activities. For example, ITEC leadership has provided numerous briefings for a variety of Industry Trade Advisory Committees. ITEC leadership also have spoken to leaders and members of a variety of industry, trade, and bar associations including the National Alliance of Manufacturers, the U.S.-China Business Council, the U.S.-Russia Business Council, the International Intellectual Property Alliance, the Northern Virginia Technology Council, the North American Steel Trade Committee, the American Association of Exporters and Importers, and the Court of International Trade Bar Association. In addition, ITEC has met with numerous representatives of companies and organizations regarding particular issues and how ITEC could be of assistance. ITEC has also met with a number of offices within various government agencies to explain ITEC's mission and to encourage collaborative efforts.

Building on the progress made by the National Export Initiative (NEI), NEI/NEXT is a new, customer service-driven strategy with improved information resources that will help American businesses capitalize on existing and new opportunities to sell Made-in-America goods and services abroad. USTR is a full participant in this initiative. The Department of Commerce conducted customer surveys, focus groups, and data analysis to better understand our customers and their needs. Altogether, more than 6,000 companies, including small and medium-sized businesses, financial institutions, associations, and partners across the United States, provided feedback on U.S. trade promotion efforts and programs. Feedback received reinforced that U.S. exporters and potential exporters want a more consistent and customized, industry-tailored approach from their government on how to capitalize on the vast export opportunities.

Stakeholder engagement ensures that differing viewpoints are heard during trade negotiations. In addition to meetings of our advisory committees, USTR encourages stakeholders, on and off these advisory panels, to provide input at any time and on any issue. No individual stakeholder has an assurance that their viewpoint will dominate others or prevail in the negotiations. However, all stakeholders are heard as USTR seeks to craft the strongest agreements and USTR does so with the overall interests of the U.S. economy and American workers across the board in mind. Ultimately, the judgment of whether the national interest is served is made by Congress, which votes on whether to implement any agreement USTR negotiates.

USTR views engagement with Congress, stakeholders, and the public to be a central component for ensuring that our trade policy is consistent with both our economic interests and our values. USTR has taken an approach of extensive consultation in developing U.S. proposals regarding

investment in our negotiations. For example, see USTR’s March 2014 blog entitled ‘Stakeholder Consultations, Investment and the T-TIP’. View the blog [here](#). The posting describes some of the elements from our public consultative process. USTR continues to solicit feedback on the investment issue, and other issues, to ensure that the United States – and our trading partners – can regulate in the public interest while creating stable frameworks for protecting investments.

The following is a description of and links to appropriate websites where the public, advisors, and other interested stakeholders can engage in existing participatory processes of USTR:

www.regulations.gov. The public may provide / review comments regarding USTR’s proposed rulemaking and non-rulemaking trade initiatives.

<http://www.ustr.gov/about-us/contact-us/your-comment>. The public may send questions, comments, or concerns about trade issues to the Office of the U.S. Trade Representative.

<http://www.ustr.gov/about-us/press-office/share-your-story>. The public may send in personal stories of the effect of trade on their lives.

Flagship Initiative

The Office of the United States Trade Representative (USTR) uses every available policy tool to pursue the most efficient and productive pathways to unlock opportunity for America’s workers, farmers, ranchers, and businesses.

USTR’s efforts build on many successful 2013 initiatives and look to make progress on our major initiatives. Last year the United States launched two groundbreaking trade negotiations – the Transatlantic Trade and Investment Partnership (T-TIP) and the Trade in Services Agreement (TiSA). USTR also made substantial progress toward concluding the Trans-Pacific Partnership (TPP) negotiations, and secured the first major multilateral agreement – the World Trade Organization Trade Facilitation Agreement -- in two decades.

The TPP negotiations were USTR’s previous Flagship Initiative. Transparency efforts are described here: <http://www.ustr.gov/about-us/press-office/fact-sheets/2012/june/transparency-and-the-tpp>.

USTR began 2014 with a heightened level of ambition and an opportunity to deliver new opportunity for Made-in-American and Grown-in-America products. USTR expects to conclude

negotiations with TPP countries to secure a next-generation, high-standard trade agreement in the world's fastest growing region that will support jobs in the United States and enable our workers to compete more fairly throughout the Pacific Rim. USTR also expects to make significant progress this year with the European Union (EU) toward a T-TIP agreement that further strengthens the world's largest economic relationship. It is clearer now than ever why strengthening our bonds build a more stable world. Finally, USTR will advance negotiations on the TiSA, to open services markets throughout the globe to help this sector meet its export potential.

Increased Inclusiveness in Trade Negotiations – Achievements

USTR broke ground in 2013 to increase transparency, participation, and collaboration in the process of trade negotiations. In particular:

More Seats at the Table, More Voices in the Process

Since early in the President's first term, USTR has continued to work to diversify membership in the advisory committee system that Congress established to provide official recommendations on trade policy, negotiations, and enforcement. USTR has conducted unprecedented outreach through public sessions at negotiations.

Strong Consultation and New Transparency Measures

- USTR has strengthened our partnership with Congress, working with expert staff and interested Members through nearly every decision and challenge. This included briefing Congress on TPP alone more than 1,200 times since USTR announced the negotiations. USTR continues to do so regularly and will seek increased engagement with stakeholders and Congress to provide updates, as well as, receive constructive advice. Before USTR puts forward any U.S. proposal to our negotiating partners, USTR reviews it with the committees designated by Congress. As always, any Member of Congress can view negotiating text.
- During U.S. hosted negotiation rounds, USTR has included a new practice of hosting stakeholder forums during the round with hundreds of public stakeholders invited to engage with negotiators and share their perspectives. The forums ensure that multiple perspectives and a balance of views inform U.S. negotiating positions.
- The Obama Administration has expanded representation on advisory committees to include more voices from academia, NGOs, labor and environmental organizations, consumer and business groups, and others in an effort to have all views represented. Some are large

employers, but they also include a small manufacturer in Ohio, a family-owned food company in Oregon and similar local business from around the country. They include representatives of every major labor union; public health groups such as the Campaign for Tobacco Free Kids; environmental groups such as Oceana, the World Wildlife Fund, and the Environmental Defense Fund; as well as development NGOs such as Bread for the World. Generic drug companies and ISP representatives are represented, and USTR is in the process of expanding our public health representation.

- USTR began a process of broad consultations to expand beyond the advisory system. More importantly, these cleared advisors represent only a small fraction of the input USTR receive on trade negotiations through a variety of other mechanisms, including directly from stakeholders through a variety of mechanisms including public calls, meetings, and our website and newsletter. During this Administration, our door has been open to the broadest range of stakeholders possible.

Increased Inclusiveness in Trade Negotiations – Going Forward

The United States Trade Representative, Ambassador Michael Froman, announced new transparency, participation and collaboration initiatives in February 2014: “We believe there is always room to do better. So I am pleased to announce some new steps we are taking to improve public understanding of our work.”

More Seats at the Table, More Voices in the Process

- Seeking more diversity in Advisory Committee membership: As USTR re-charters our existing advisory committees, USTR will put out Federal Register notices to broadly reach individuals interested in becoming a cleared advisor. USTR invites representatives from all relevant constituencies to apply to further diversify the committees’ membership.
- Upgrading advisory system to provide a new forum for experts on issues like public health, development and consumer safety: There will be an innovative Public Interest Trade Advisory Committee (PITAC) that will join the Labor Advisory Committee and the Trade and Environment Policy Advisory Committees to provide a cross-cutting platform for input into policy, negotiations, and enforcement. USTR has called on NGOs, academics, and other public interest groups to submit their candidates to be founding members of the PITAC.

<http://www.ustr.gov/federal-register-notice/requests-nominations-public-interest-trade-advisory-committee>

Strong Consultation and New Transparency Measures

In June 2013, President Obama and European Council President Van Rompuy, European Commission President Barroso, and Prime Minister Cameron announced that the United States and the European Union (EU) would launch negotiations on a Transatlantic Trade and Investment Partnership (T-TIP) agreement. T-TIP is an ambitious, comprehensive, and high-standard trade and investment agreement offering significant benefits in terms of promoting U.S. international competitiveness, jobs, and growth. The aim of this ambitious trade and investment agreement is to boost economic growth in the United States and the EU and add to the more than 13 million American and EU jobs already supported by transatlantic trade and investment. Formal negotiations for T-TIP began nearly one year ago hosted by the United States in Washington, D.C. In this agreement, the U.S. and the EU seeks to obtain improved transparency in the administration of EU and Member State trade and investment regimes, and rules that ensure trade- and investment-related measures are adopted and applied in an open and transparent manner that provides meaningful opportunities for public comment, notice, and review: <http://www.ustr.gov/about-us/press-office/press-releases/2014/March/US-Objectives-US-Benefits-In-the-TTIP-a-Detailed-View>.

In May 2014, the United States and the EU just concluded its 5th round of negotiations in Washington, D.C. As precedent set by USTR in other recent trade negotiations, each T-TIP round includes a day where stakeholders are included in the negotiation activities. EU officials agreed to host similar participatory processes for stakeholders. Dates for negotiating rounds and registration for stakeholders interested in participating in events are announced on USTR's website. Negotiations are halted for the more than 300 stakeholders including NGOs, academics, other members of civil society, farmers, ranchers, small business representatives, and cleared advisors registered for events during each round hosted by the United States to allow stakeholders to make presentations, talk with U.S. and EU negotiators, and receive an high level update from the T-TIP chief negotiators on the status of the negotiations: <http://www.ustr.gov/about-us/press-office/speeches/transcripts/2014/May/Transcript-from-Closing-Press-Conference-Fifth-Round-TTIP-Negotiations>.

In conjunction with this new trade initiative, USTR is taking additional steps to broaden public outreach on the progress of negotiations, including:

- Providing a public update on the status of negotiations in the T-TIP;
- At the start of the March 2014 T-TIP negotiating round, USTR issued a public document that describes U.S. negotiating objectives in 'plain English' terms, and committed to providing written updates after each round of negotiations;

<http://www.ustr.gov/about-us/press-office/press-releases/2014/March/US-Objectives-US-Benefits-In-the-TTIP-a-Detailed-View>

- Chief U.S. negotiator and other negotiators periodically visiting EU member states to explain to stakeholders U.S. positions on a range of issues, including competition, services, investment, small and medium-sized enterprises, and regulatory coherence and transparency;
- Senior USTR officials, including Ambassador Froman, host broad stakeholder calls on the T-TIP negotiations with the public and cleared advisors;
- At the conclusion of each negotiation round, the chief negotiators from the U.S. and EU hold a joint press conference with a complete transcript posted on USTR’s website, for example: <http://www.ustr.gov/about-us/press-office/blog>.

<http://www.ustr.gov/about-us/press-office/speeches/transcripts/2014/May/Transcript-from-Closing-Press-Conference-Fifth-Round-TTIP-Negotiations>;

- A blog posted on USTR’s website entitled [“Stakeholder Consultations, Investment and the T-TIP”](#) describes our engagement approach with Congress, stakeholders, and the public as a central component for ensuring that our trade policy is consistent with both our economic interests and values; and
- USTR has an extensive consultation process to develop U.S. proposals regarding investment in its negotiations. In line with the commitment to expand on increased transparency, earlier this year, USTR released and sought comments on an unprecedented, detailed document giving a subject by subject view of the T-TIP negotiating objectives for the U.S. USTR will continue to solicit feedback on these, and other issues:

<http://www.ustr.gov/about-us/press-office/blog/2014/March/TTIP-detailed-view-of-negotiating-objectives-benefits-new-opportunity-for-USTR-feedback>

Public and Agency Ideas

USTR's Open Government Plan is intended to be responsive to the President's initial guidance and the Open Government Directive. In preparing the Plan, individuals representing the Agency's Open Government Steering Committee consulted with a number of civil society organizations with interest in increasing transparency and openness in the EOP agencies' activities. Organizations included the Government Accountability Project (GAP), Center for Effective Government, OpenTheGovernment.org, the Sunlight Foundation, and Citizens for Responsibility and Ethics in Washington (CREW).

These stakeholders provided recommendations on areas where USTR could expand its efforts to proactively inform stakeholders and the public on USTR's trade mission activities and improve its internal compliance processes. These recommendations were shared internally for further consideration and inclusion by the appropriate staffs. Some recommendations were accepted immediately and a timeline for implementation is being established. Others will require further discussions and collaboration with responsible offices and Agency leadership.

Agency staff brainstormed and provided significant input into the updated plan on areas where transparency, collaboration and participation with the public has increased and provided suggestions for future goals in these areas.

In addition to planned stakeholder activities and other in-person events, USTR provides user-friendly feedback mechanisms on its website, biweekly newsletter, and through the IAPE@ustr.gov inbox.

USTR is committed to openness and transparency and has taken major strides to integrate these principles into its core mission. With each update of the President's Open Government Directive, USTR has built upon previous practices to increase innovative approaches to participation and collaboration with its stakeholders and the public.

In the public statement at the conclusion of the Fifth Round of the Trans-Atlantic Trade and Investment (T-TIP) Negotiations completed on May 23, 2014, U.S. Trade Representative Ambassador Froman stated:

“Like previous rounds, U.S. and European Union (EU) negotiators paused mid-round to interact directly with several hundred individuals at an open public forum during which a record number of stakeholders, including consumer, labor, and environmental representatives and members of the

academic and agriculture community, made formal presentations. These conversations contribute to the development of our policies and help steer our approach to these negotiations.”

Points of Contact

For questions or comments on this Plan:

Electronic feedback: www.ustr.gov/open/comments

Open Government Senior Agency Official: Fred Ames, fames@ustr.eop.gov

Open Government Administrative Officer: Tiffany Enoch, tenoch@ustr.eop.gov