The Government Printing Office (GPO) printing and binding regulations (U.S. Code Title 44) require that these semiannual reports be forwarded to the Committee no later than 60 days after the close of the reporting periods (October-March and April-September).

The Joint Committee on Printing (JCP) Report No. 2 covers any procurement of printing and related services that were made directly from commercial sources from October 1, 2006, through March 31, 2007. This would include promotional products, silkscreen items, and large duplication and/or printing regardless of the intent, purpose, or audience. Do not include any SPA (GPO Simplified Purchase Agreement) procurements. Any Bureau of Land Management or Forest Service office that made an independent printing procurement from a commercial source must report this activity on the JCP Report No. 2. All printing procurements must be reported regardless of cost. (There is no $1,000 exemption to this reporting requirement.)

You are asked to provide negative reports for tracking purposes. Please send your report to the Communications Office (OR-912), Attention: Cliff McClelland, Printing Specialist, by April 30, 2007, for consolidation and submission to the Bureau and Department. Questions regarding the JCP Report may be addressed to Cliff at (503) 808-6212.

**Districts with Unions** are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.
# COMMERCIAL PRINTING REPORT

**JCP Form No. 2 (Rev. 3-71)**

Department headquarters shall submit two copies to the JOINT COMMITTEE ON PRINTING within 30 days after the close of each fiscal quarter. Report all composition, printing, binding, and blank-book work procured from commercial sources through department contracts during each period. Do not include work procured through GPO sources in this report. Do not include tabulating cards or printed envelopes ordered through GSA contracts, or rebinding publications of any description. Use additional sheets if necessary.

<table>
<thead>
<tr>
<th>NAME OF DEPARTMENT OR AGENCY</th>
<th>NAME OF SERVICE</th>
<th>CITY AND STATE</th>
<th>FOR PERIOD ENDING</th>
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<td><strong>DESCRIPTION</strong> (List each job separately)</td>
<td>JCP or GPO number, number and date (if applicable)</td>
<td>Total number of copies</td>
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<td><strong>TOTAL COST</strong></td>
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**DATE SUBMITTED**

U.S. GOVERNMENT PRINTING OFFICE: 1971-048-470

Attachment 1-1