

**UNITED STATES DEPARTMENT OF THE INTERIOR**  
**Bureau of Land Management**  
**Oregon State Office**  
**P.O. Box 2965**  
**Portland, Oregon 97208**

**In Reply Refer to:**  
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April 10, 2003

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Information Bulletin No. OR-2003-127

To: DMs, DSDs, Staff and Branch Chiefs

From: Deputy State Director, Communications

Subject: Joint Committee on Printing (JCP) Report No. 2

DD: May 9, 2003

Government Printing Office (GPO) Printing and Binding regulations (U.S. code title 44) require that these semi-annual reports be forwarded to the Committee no later than 60 days after the close of the reporting periods (April-September and October-March).

JCP Report No. 2 covers any procurement of printing and related services that were made directly from commercial sources from October 1, 2002 through March 31, 2003. This would include promotional productions, silkscreen items, and large duplication projects that are made available to the public. Any Bureau of Land Management office that made an independent printing procurement from a commercial source must report this activity to the JCP Report No. 2. All transactions concerning printing that are procured directly from commercial sources must be reported regardless of cost. (There is no \$1,000.00 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 May 9, 2003, for consolidation and submission to the Bureau and Department. Questions regarding the JCP Report may be addressed to Cliff at (503) 808-6212.

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**Districts with Unions** are reminded to notify their unions of this IB and satisfy any bargaining obligations before implementation. Your Servicing Personnel Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by  
Cathy L. Harris  
Deputy State Director, Communications

Authenticated by  
Mary O'Leary  
Management Assistant

1 Attachment

1 - [JCP Report No. 2](#) (1p)

Distribution

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