



April 27, 2021

GSA Bulletin FMR G-07
Mail Management

TO: Heads of Federal Agencies

SUBJECT: Deployment of the Simplified Mail Accountability and Reporting Tool (SMART) and Temporary Waiver of Federal Management Regulation (FMR) §§102-192.85-105 Reporting Requirements

1. What is the purpose of this bulletin? This bulletin informs large Federal agencies that the General Services Administration (GSA) is temporarily waiving the annual reporting requirement until the SMART is deployed.
2. What is the effective date of this bulletin? This bulletin is effective upon signature and retroactively applies to relevant reporting for fiscal years 2017 and continuing until the SMART is deployed.
3. When does this bulletin expire? This bulletin will expire one year after being signed, unless extended or rescinded by this office
4. What is the background of this bulletin? Federal agencies must comply with FMR Part §102-192 when carrying out Federal agency mail management programs. These regulations exercise GSA's authorities and responsibilities under 44 U.S.C. §2901-2906.

In February 2018, after having previously invested resources to decommission a legacy reporting tool and development of the SMART, GSA decided, in coordination with the Office of Management and Budget Memo M-17-26 *Reducing Burden for Federal Agencies by Rescinding and Modifying OMB Memoranda* (June 15, 2017), to cease development and deployment of the SMART. However, FMR §§102-192.85-105 reporting requirements were never removed, thus preventing large Federal agencies from complying with the FMR.

After careful evaluation, GSA will resume development and deployment of the SMART to promote transparency, provide the Government an opportunity to examine data that can inform agency mail program policy, and align with GSA's authority to ensure efficient and economical administration of agency mail programs.

5. What should we do as a result of this bulletin? Large Federal agencies should update internal policies and processes in accordance with this bulletin, and should continue to collect and monitor mail program data internally.
6. How does this bulletin impact other FMR bulletins? This bulletin cancels FMR Bulletin G-06.
7. Who should be contacted for further information about this bulletin? Contact Mr. Michael DeMale, Office of Government-wide Policy at 202-805-8167, or by email at federal.mail@gsa.gov. Please cite GSA FMR Bulletin G-07.

By delegation of the Administrator of General Services,

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