§ 105–60.201 Published information and rules.

In accordance with 5 U.S.C. 552(a)(1), GSA publishes in the Federal Register, for the guidance of the public, the following general information concerning GSA:

(a) Description of the organization of the Central Office and regional offices and the established places at which, the employees from whom, and the methods whereby, the public may obtain information, make submittals or requests, or obtain decisions;

(b) Statements of the general course and method by which its functions are channeled and determined, including the nature and requirements of all formal and informal procedures available;

(c) Rules of procedure, descriptions of forms available or the places where
forms may be obtained, and instructions on the scope and contents of all papers, reports, or examinations;

d) Substantive rules of general applicability adopted as authorized by law, and statements of general policy or interpretations of general applicability formulated and adopted by GSA; and

e) Each amendment, revision, or repeal of the materials described in this section.

§ 105–60.202 Published materials available for sale to the public.

(a) Substantive rules of general applicability adopted by GSA as authorized by law that this agency publishes in the FEDERAL REGISTER and which are available for sale to the public by the Superintendent of Documents at pre-established prices are: The General Services Administration Acquisition Regulation (48 CFR Ch. 5), the Federal Acquisition Regulation (48 CFR Ch. 1), the Federal Property Management Regulations (41 CFR Ch. 101), and the Federal Travel Regulation (41 CFR Ch. 301–304).

(b) GSA provides technical information, including manuals and handbooks, to other Federal entities, e.g., the National Technical Information Service, with separate statutory authority to make information available to the public at pre-established fees.

(c) Requests for information available through the sources in paragraphs (a) and (b) of this section will be referred to those sources.

Subpart 105–60.3—Availability of Opinions, Orders, Policies, Interpretations, Manuals, and Instructions

§ 105–60.301 General.

GSA makes available to the public the materials described under 5 U.S.C. 552(a)(2), which are listed in §105–60.302 through an extensive electronic home page, http://www.gsa.gov/. A public handbook listing those materials as described in §105–60.304 is available at GSA’s Central Office in Washington, DC, and at the website at http://www.gsa.gov/staff/cac/pub1.htm. Members of the public who do not have the means to access this information electronically, and who are not located in the Washington, DC area, may contact the Freedom of Information Act office in any of the regional offices listed in this regulation. These offices will make arrangements for members of the public to access the information at a computer located at the FOIA office. Reasonable copying services are provided at the fees specified in §105–60.305.

§ 105–60.302 Available materials.

GSA materials available under this subpart 105–60.3 are as follows:

(a) Final opinions, including concurring and dissenting opinions and orders, made in the adjudication of cases.

(b) Those statements and policy and interpretations that have been adopted by GSA and are not published in the FEDERAL REGISTER.

(c) Administrative staff manuals and instructions to staff affecting a member of the public unless these materials are promptly published and copies offered for sale.

§ 105–60.303 Rules for public inspection and copying.

(a) **Locations.** Selected areas containing the materials available for public inspection and copying, described in this §105–60.302, are located in the following places:

- Central Office (GSA Headquarters), General Services Administration, Washington, DC.
  Telephone: 202–501–2262
  FAX: 202–501–2727
  Email: gsa.foia@gsa.gov

- 1800 F Street, NW. (CAI), Washington, DC 20405

- Office of the Inspector General
  FOIA Officer, Office of Inspector General
  General Services Administration
  1800 F Street, NW., Room 5324
  Washington, DC 20405

- New England Region
  General Services Administration (1AB)
  (Comprised of the States of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont)
  Thomas P. O’Neill, Jr., Federal Building, 10 Causeway Street, Boston, MA 02222
  Telephone: 617–565–8100
  FAX: 617–565–8101

- Northeast and Caribbean Region
  (Comprised of the States of New Jersey, New York, the Commonwealth of Puerto Rico, and the Virgin Islands)