

Management System: Stakeholder Relations & Communications

Transparency

1. Purpose

This policy defines the laboratory's approach to making its information publicly available.

2. Scope

This policy covers all laboratory-generated information.

3. Applicability

This policy applies to all Fermilab employees.

4. Effective date

This policy is effective October 1, 2015.

5. Policy

Transparency promotes accountability and provides information for citizens about what the laboratory is doing. It is Fermilab's policy to strive for openness and ease of access to information, to constantly improve our accountability and performance and to provide information in a timely manner to those who request it.

This policy requires that we will use best practices in the handling of the laboratory's information, following the principles of availability, integrity and business confidentiality and ensuring we meet legal, regulatory and FRA contract requirements, to allow information to be shared in a transparent and efficient way.

6. Definitions

N/A

7. Responsibilities

Fermilab Director

The Fermilab director is responsible for ensuring labwide compliance with this policy.

8. Authorities

FRA Contract (DE-AC02-07CH11359)

9. Owner

The Assistant Director for Communications is responsible for reviewing and updating this policy.

10. Review cycle

This policy is to be reviewed every two years after issuance.

11. Revision History

Revision	Date Released	Description of Change