

Acquisition Management Policy - (10/2016)

[3.7 Protection of Privacy and Freedom of Information](#)

[3.7.1 Applicability](#)

[3.7.2 Policy](#) Revised 10/2016

3.7 Protection of Privacy and Freedom of Information

3.7.1 Applicability

Protection of privacy and freedom of information are applicable to all FAA procurements, agreements, real property, utilities, credit cards, commercial and simplified purchase method.

3.7.2 Policy Revised 10/2016

When the FAA contracts for the design, development, and/or operation of a system of records on individuals, the FAA shall apply the requirements of the Privacy Act to the contractor and its employees working on the contract.

The FAA shall comply with the Freedom of Information Act which requires that the FAA provide information to the public by (i) publication in the Federal Register; (ii) providing an opportunity to read and copy records; or (iii) upon a reasonable request. Certain information may be exempted from disclosure; such as, classified information, trade secrets, and confidential commercial or financial information, interagency or intra-agency memoranda, or to personal and medical information pertaining to an individual.