

## Federal Acquisition Regulation

24.102

communication. The term does not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off the roadway where it is safe and legal to park.

### 23.1104 Policy.

Agencies shall encourage contractors and subcontractors to adopt and enforce policies that ban text messaging while driving—

(a) Company-owned or -rented vehicles or Government-owned vehicles; or

(b) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government.

### 23.1105 Contract clause.

The contracting officer shall insert the clause at 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving, in all solicitations and contracts.

[76 FR 39241, July 5, 2011]

## PART 24—PROTECTION OF PRIVACY AND FREEDOM OF INFORMATION

Sec.

24.000 Scope of part.

### Subpart 24.1—Protection of Individual Privacy

24.101 Definitions.  
24.102 General.  
24.103 Procedures.  
24.104 Contract clauses.

### Subpart 24.2—Freedom of Information Act

24.201 Authority.  
24.202 Prohibitions.  
24.203 Policy.

AUTHORITY: 40 U.S.C. 121(c); 10 U.S.C. chapter 137; and 42 U.S.C. 2473(c).

SOURCE: 48 FR 42277, Sept. 19, 1983, unless otherwise noted.

### 24.000 Scope of part.

This part prescribes policies and procedures that apply requirements of the Privacy Act of 1974 (5 U.S.C. 552a) (the

Act) and OMB Circular No. A-130, December 12, 1985, to Government contracts and cites the Freedom of Information Act (5 U.S.C. 552, as amended.)

[48 FR 42277, Sept. 19, 1983, as amended at 55 FR 38517, Sept. 18, 1990]

## Subpart 24.1—Protection of Individual Privacy

### 24.101 Definitions.

As used in this subpart—

*Agency* means any executive department, military department, Government corporation, Government controlled corporation, or other establishment in the executive branch of the Government (including the Executive Office of the President), or any independent regulatory agency.

*Individual* means a citizen of the United States or an alien lawfully admitted for permanent residence.

*Maintain* means maintain, collect, use, or disseminate.

*Operation of a system of records* means performance of any of the activities associated with maintaining the system of records, including the collection, use, and dissemination of records.

*Record* means any item, collection, or grouping of information about an individual that is maintained by an agency, including, but not limited to, education, financial transactions, medical history, and criminal or employment history, and that contains the individual's name, or the identifying number, symbol, or other identifying particular assigned to the individual, such as a fingerprint or voiceprint or a photograph.

*System of records on individuals* means a group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual.

[48 FR 42277, Sept. 19, 1983, as amended at 66 FR 2130, Jan. 10, 2001]

### 24.102 General.

(a) The Act requires that when an agency contracts for the design, development, or operation of a system of records on individuals on behalf of the

## 24.103

agency to accomplish an agency function the agency must apply the requirements of the Act to the contractor and its employees working on the contract.

(b) An agency officer or employee may be criminally liable for violations of the Act. When the contract provides for operation of a system of records on individuals, contractors and their employees are considered employees of the agency for purposes of the criminal penalties of the Act.

(c) If a contract specifically provides for the design, development, or operation of a system of records on individuals on behalf of an agency to accomplish an agency function, the agency must apply the requirements of the Act to the contractor and its employees working on the contract. The system of records operated under the contract is deemed to be maintained by the agency and is subject to the Act.

(d) Agencies, which within the limits of their authorities, fail to require that systems of records on individuals operated on their behalf under contracts be operated in conformance with the Act may be civilly liable to individuals injured as a consequence of any subsequent failure to maintain records in conformance with the Act.

### 24.103 Procedures.

(a) The contracting officer shall review requirements to determine whether the contract will involve the design, development, or operation of a system of records on individuals to accomplish an agency function.

(b) If one or more of those tasks will be required, the contracting officer shall—

(1) Ensure that the contract work statement specifically identifies the system of records on individuals and the design, development, or operation work to be performed; and

(2) Make available, in accordance with agency procedures, agency rules and regulation implementing the Act.

### 24.104 Contract clauses.

When the design, development, or operation of a system of records on individuals is required to accomplish an agency function, the contracting offi-

## 48 CFR Ch. 1 (10–1–11 Edition)

cer shall insert the following clauses in solicitations and contracts:

(a) The clause at 52.224–1, Privacy Act Notification.

(b) The clause at 52.224–2, Privacy Act.

## Subpart 24.2—Freedom of Information Act

### 24.201 Authority.

The Freedom of Information Act (5 U.S.C. 552, as amended) provides that information is to be made available to the public either by (a) publication in the FEDERAL REGISTER; (b) providing an opportunity to read and copy records at convenient locations; or (c) upon request, providing a copy of a reasonably described record.

### 24.202 Prohibitions.

(a) A proposal in the possession or control of the Government, submitted in response to a competitive solicitation, shall not be made available to any person under the Freedom of Information Act. This prohibition does not apply to a proposal, or any part of a proposal, that is set forth or incorporated by reference in a contract between the Government and the contractor that submitted the proposal. (See 10 U.S.C. 2305(g) and 41 U.S.C. 253b(m).)

(b) No agency shall disclose any information obtained pursuant to 15.403–3(b) that is exempt from disclosure under the Freedom of Information Act. (See 10 U.S.C. 2306a(d)(2)(C) and 41 U.S.C. 254b(d)(2)(C).)

(c) A dispute resolution communication that is between a neutral person and a party to alternative dispute resolution proceedings, and that may not be disclosed under 5 U.S.C. 574, is exempt from disclosure under the Freedom of Information Act (5 U.S.C. 552(b)(3)).

[62 FR 257, Jan. 2, 1997, as amended at 62 FR 51270, Sept. 30, 1997; 63 FR 58594, Oct. 30, 1998; 63 FR 56689, Oct. 1, 2003]

### 24.203 Policy.

(a) The Act specifies, among other things, how agencies shall make their records available upon public request,

## Federal Acquisition Regulation

Pt. 25

imposes strict time standards for agency responses, and exempts certain records from public disclosure. Each agency's implementation of these requirements is located in its respective title of the Code of Federal Regulations and referenced in subpart 24.2 of its implementing acquisition regulations.

(b) Contracting officers may receive requests for records that may be exempted from mandatory public disclosure. The exemptions most often applicable are those relating to classified information, to trade secrets and confidential commercial or financial information, to interagency or intra-agency memoranda, or to personal and medical information pertaining to an individual. Other exemptions include agency personnel practices, and law enforcement. Since these requests often involve complex issues requiring an in-depth knowledge of a large and increasing body of court rulings and policy guidance, contracting officers are cautioned to comply with the implementing regulations of their agency and to obtain necessary guidance from the agency officials having Freedom of Information Act responsibility. If additional assistance is needed, authorized agency officials may contact the Department of Justice, Office of Information and Privacy. A Freedom of Information Act guide and other resources are available at the Department of Justice website under FOIA reference materials: <http://www.usdoj.gov/oip>.

[48 FR 42277, Sept. 19, 1983, as amended at 51 FR 31426, Sept. 3, 1986. Redesignated at 62 FR 257, Jan. 2, 1997; 74 FR 2733, Jan. 15, 2009]

### PART 25—FOREIGN ACQUISITION

Sec.  
25.000 Scope of part.  
25.001 General.  
25.002 Applicability of subparts.  
25.003 Definitions.  
25.004 Reporting of acquisition of end products manufactured outside the United States.

#### Subpart 25.1—Buy American Act—Supplies

25.100 Scope of subpart.  
25.101 General.  
25.102 Policy.  
25.103 Exceptions.  
25.104 Nonavailable articles.

25.105 Determining reasonableness of cost.

#### Subpart 25.2—Buy American Act—Construction Materials

25.200 Scope of subpart.  
25.201 Policy.  
25.202 Exceptions.  
25.203 Preaward determinations.  
25.204 Evaluating offers of foreign construction material.  
25.205 Postaward determinations.  
25.206 Noncompliance.

#### Subpart 25.3—Contracts Performed Outside the United States

25.301 Contractor personnel in a designated operational area or supporting a diplomatic or consular mission outside the United States.  
25.301-1 Scope.  
25.301-2 Government support.  
25.301-3 Weapons.  
25.301-4 Contract clause.

#### Subpart 25.4—Trade Agreements

25.400 Scope of subpart.  
25.401 Exceptions.  
25.402 General.  
25.403 Trade Agreements Act.  
25.404 Caribbean Basin Trade Initiative.  
25.405 Caribbean Basin Trade Initiative.  
25.406 Israeli Trade Act.  
25.407 Agreement on Trade in Civil Aircraft.  
25.408 Procedures.

#### Subpart 25.5—Evaluating Foreign Offers—Supply Contracts

25.501 General.  
25.502 Application.  
25.503 Group offers.  
25.504 Evaluation examples.  
25.504-1 Buy American Act.  
25.504-2 Trade Agreements Act/Caribbean Basin Trade Initiative/FTAs.  
25.504-3 FTA/Israeli Trade Act.  
25.504-4 Group award basis.

#### Subpart 25.6—American Recovery and Reinvestment Act—Buy American Act—Construction Materials

25.600 Scope of subpart.  
25.601 Definitions.  
25.602 Policy.  
25.602-1 Section 1605 of the Recovery Act.  
25.602-2 Buy American Act.  
25.603 Exceptions.  
25.604 Preaward determination concerning the inapplicability of section 1605 of the Recovery Act or the Buy American Act.  
25.605 Evaluating offers of foreign construction material.  
25.606 Postaward determinations.