Protecting Sensitive Information Prior to Publication of USAID Foreign Assistance Data

An Additional Help for ADS Chapters 201, 302, 303, 579

Introduction:

Operating Units can use this guidance to further understand what foreign assistance data USAID publishes, and how to protect information prior to publication when data meets exceptions outlined in ADS 303maz and ADS 302mbj and foreign assistance reporting mandates outlined in ADS 579maa.

This document connects U.S. Government data reporting outlined in ADS 303maz and ADS 302mbj with the foreign assistance reporting mandates (and accompanying principled exceptions) outlined in ADS 579maa. This document will be helpful for all Operating Units that report on data covered by the principled exceptions, including USAID staff reporting on data concerning 'politically sensitive' Operating Units as described in ADS 201may, as those Operating Units may generate data covered by the principled exceptions.

Where possible, Operating Units should be mindful to not include information that falls into the principled exception categories in descriptive fields in corporate systems which USAID will make public. When that is not possible, following this guidance will allow USAID to leverage an automated process to reduce the administrative burden of redacting data across multiple sites, and safeguard sensitive qualitative information.

Questions?

For any questions, please reach out to **aidtransparency@usaid.gov**. Learn more on the Aid Transparency ProgramNet page.
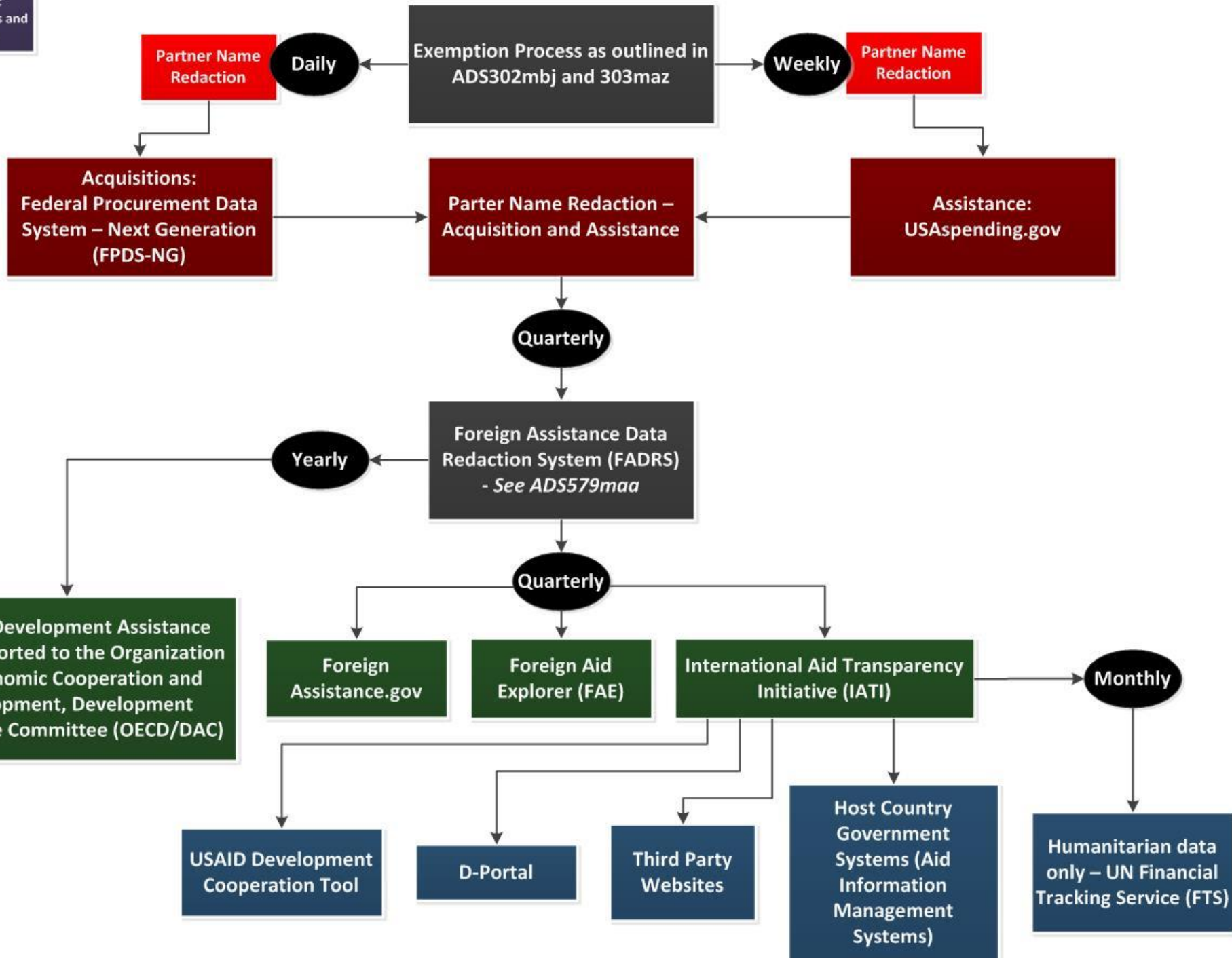
How to Redact Specific Data Fields:

Implementing Partner Name:

USAID generally releases the names of implementing partners; in certain circumstances (namely for safety and security reasons) it is appropriate for USAID to redact implementing partner names. In order to redact recipient names for assistance awards, Operating Units should follow guidance in ADS 303maz at the time of award. In order to redact contractor names for acquisitions, Operating Units should follow guidance in ADS 302mbj at the time of award. By following these steps, USAID will safeguard implementing partner information across public reporting mandates and websites as the redacted data will flow through an automated process of masking partner names – as depicted in the diagram on the following page.

How to Streamline Protecting Implementing Partners Flow Chart

Other Public Communications and Fact Sheets

Exemption Process as outlined in ADS302mbj and 303maz

Daily → Partner Name Redaction

Weekly → Partner Name Redaction

Partner Name Redaction (Daily) → **Acquisitions: Federal Procurement Data System – Next Generation (FPDS-NG)**

Partner Name Redaction (Weekly) → **Assistance: USAspending.gov**

Acquisitions: Federal Procurement Data System – Next Generation (FPDS-NG) → **Parter Name Redaction – Acquisition and Assistance** ← **Assistance: USAspending.gov**

Quarterly

Foreign Assistance Data Redaction System (FADRS) - See ADS579maa

Yearly → **Official Development Assistance (ODA) reported to the Organization for Economic Cooperation and Development, Development Assistance Committee (OECD/DAC)**

Quarterly

- **Foreign Assistance.gov**
- **Foreign Aid Explorer (FAE)**
- **International Aid Transparency Initiative (IATI)**

Monthly

International Aid Transparency Initiative (IATI) →
- **USAID Development Cooperation Tool**
- **D-Portal**
- **Third Party Websites**
- **Host Country Government Systems (Aid Information Management Systems)**

Monthly → **Humanitarian data only – UN Financial Tracking Service (FTS)**

The chart below shows how USAID populates common descriptive fields in its public reporting. While Operating Units can redact the activity name and specific information in the narrative where a principled exception applies and has been approved, pulled from the Operational Plan, through the Foreign Assistance Data Redaction System (FADRS) prior to publication, they must mask the Award Transaction Description from GLAAS at the time of award. By reviewing the flow chart below, Operating Units can ensure they redact descriptive information at the time of award, through FADRS, and by not putting sensitive information into data fields in source systems that are for public release. For more information on how to improve quality of descriptive information, please review ADS 303maz and ADS 302mbj and visit the Aid Transparency ProgramNet page.

USAID Foreign Assistance Reporting Descriptive Field Mapping Procedure