

# Federal Maritime Commission Plain Writing Act of 2010 Compliance Report

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## Senior Agency Official for Plain Writing:

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## Plain Language Website address:

[http://www.fmc.gov/about/plain\\_language\\_guidelines.aspx](http://www.fmc.gov/about/plain_language_guidelines.aspx)

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## Status of Agency Communications to be Made Available in a Format that is Consistent with the OMB Plain Writing Guidelines

Type of Communication, Document or Posting, and How it is Made Available to the Public	Intended User and Approximate Number of Potential Users	Status
Regulatory Reform Initiative	<ul style="list-style-type: none"><li>• Entities regulated by the FMC - 6,000 users.</li><li>• Members of the public impacted by the regulatory requirements – unknown number of users.</li></ul>	A task force was created, and a Notice of Inquiry was issued and public comment received to assist the Commission to identify and address outdated, burdensome, or ineffective regulations.
Increased Twitter Use	<ul style="list-style-type: none"><li>• Entities regulated by the FMC - 6,000 users.</li><li>• Members of the public impacted by the regulatory requirements – unknown number of users.</li></ul>	Actions and activities of the Commission are concisely announced with links to web content.
Rule Revisions	<ul style="list-style-type: none"><li>• Entities regulated by the FMC - 6,000 users.</li><li>• Members of the public impacted by the regulatory requirements – unknown number of users.</li></ul>	Regulations concerning shipping contracts, ocean transportation licenses, and presentation of evidence were revised this year to modernize and clarify language. Three final rules were issued.

## Ongoing Compliance Activities

- Update forms in use for modern English and clarity.
- Provide ongoing training on Plain Language principles to document creators.
- Reorganized web content to make user tasks easier to complete.

- Provide improved and enhanced media to customers.
- Translate high-impact content for Low English Proficiency users.