

Federal Maritime Commission

Plain Writing Act Compliance Report 2025

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I. Senior Agency Official for Plain Writing

- David Eng, Secretary, Secretary@fmc.gov, 202-523-5725

II. 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
Agency Website	<ul style="list-style-type: none">• Entities regulated by the FMC – about 10,000 users.• Practitioners – about 700 users.• Members of the public impacted by the regulatory requirements – unknown number of users.	Website architecture and pages are updated based on web analytics, user needs, and the United States Web Design System (USWDS) standard to better assist users in understanding and complying with agency requirements, in locating agency resources and contact information, and in finding recent agency news and actions.
Social Media (X, LinkedIn, YouTube)	<ul style="list-style-type: none">• Entities regulated by the FMC – about 10,000 users.• Practitioners – about 700 users.• Members of the public impacted by the regulatory requirements – unknown number of users.	Agency social media pages use simple words and short sentences, with links to web content, to better provide users with timely announcements of Commission actions and activities.

III. Agency's Plain Writing Website Address

- <https://www.fmc.gov/about/plain-language-guidelines-plan-and-report/>

IV. Ongoing Compliance Activities

- All current and new staff are required to complete a self-paced online Plain Writing Act Compliance Course available through the agency's Learning Management System.
- FMC continues to evaluate its website, social media pages, and covered documents to identify areas to improve plain writing efforts to assist users to locate agency forms and applications, resources, contact information, and news.