

World Trade Center Health Program
Scientific/Technical Advisory Committee Meeting

Policy on Redaction of Committee Meeting Transcripts of Public Comments

- (1) If a person making a comment gives his or her name, no attempt will be made to redact that name.

- (2) NIOSH will take reasonable steps to ensure that individuals making public comment are aware of the fact that their comments (including their name, if provided) will appear in a transcript of the meeting posted on a public website. Such reasonable steps include:
 - (a) A statement read at the start of each public comment period stating that transcripts will be posted and names of speakers will not be redacted;

 - (b) A printed copy of the statement mentioned in (a) above will be displayed on the table where individuals sign up to make public comments;

 - (c) A statement such as outlined in (a) above also will appear with the agenda for a Committee Meeting when it is posted on the NIOSH website;

 - (d) A statement such as in (a) above will appear in the Federal Register Notice that announces Committee meetings.

- (3) If an individual in making a statement reveals personal information (e.g., medical information) about themselves that information will not usually be redacted. The NIOSH Freedom of Information Act (FOIA) coordinator will, however, review such revelations in accordance with the FOIA and the Federal Advisory Committee Act and if deemed appropriate, will redact such information.

- (4) All disclosures of information concerning third parties will be redacted.

- (5) If it comes to the attention of the Designated Federal Officer (DFO) that an individual wishes to share information with the Board but objects to doing so in a public forum, the DFO will work with that individual, in accordance with the Federal Advisory Committee Act, to find a way that the Board can hear such comments.