



**USAID**  
FROM THE AMERICAN PEOPLE

**Bureau for Policy, Planning and Learning**  
**Office of Learning, Evaluation and Research (PPL/LER)**

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**Exceptions to Public Disclosure of USAID-Funded Evaluations**

USAID is committed to full and active disclosure of evaluation reports, methods, findings, and data produced by the Agency or partners receiving USAID funding. This is guided by Agency policies and directives, including the [USAID Evaluation Policy](#) and [ADS 540 – Development Experience Information](#). These direct that evaluation final reports (or reports submitted by evaluators to USAID as their final drafts) must be submitted within three months of completion to the Development Experience Clearinghouse (DEC). PPL/LER will work with the Office of the General Counsel to review and clear any exceptions to this requirement.

Principled exceptions to this requirement will be rare, must be requested and justified in writing, and should be based on one or more of the following criteria:

In the judgment of the USAID Mission or Office that commissioned the evaluation,

1. Disclosure would impair foreign assistance objectives.
2. Disclosure would involve releasing otherwise proprietary information owned by third parties.
3. Information disclosed could put individual safety at risk or release private personal information.

Exceptions to public disclosure will **not** be made for the following reasons:

- Findings are unexpected, negative and/or embarrassing to USAID.
- USAID or partners disagree with the findings. In this case, a Statement of Differences may be attached as an annex explaining the disagreement.

Requests for an exception from making an evaluation report publically available on the DEC should be sent as a decision memo to the director of PPL/LER (Cynthia Clapp-Wincek). Email submissions can be sent to [eroen@usaid.gov](mailto:eroen@usaid.gov) with copy to [evaluation@usaid.gov](mailto:evaluation@usaid.gov). Memo requests should:

- Be from the relevant USAID Mission Director or Washington-based Office Director.
- Provide a clear and compelling written justification based on one or more of the three criteria.
- Be accompanied by a copy of the Evaluation report (electronic attachment is fine) with the information of particular concern identified or highlighted.
- Specify the requesting office's preferred outcome (redact report, submit to SBU side of DEC, other)

PPL/LER will provide one of the following decisions after reviewing the request:

1. The request is denied.
2. The request is approved by PPL/LER and GC. The requesting office will be asked to do one or a combination of the following: submit a redacted version of the report to the public DEC; submit the report in its entirety or in redacted form to the SBU side of the DEC; the report will not be submitted to either the public or SBU side of the DEC.