

Subject: Important Directive: Pause on Web Publishing and Media Communications - Subcontract 0591000003

Dear Boston University,

I hope this message finds you well.

AIR has received an important directive that requires immediate communication and implementation. This directive originates from the incoming Deputy Assistant Secretary for the Office of Communications and Outreach (OCO) and is relevant to all subcontractors and consultants supporting AIR's Department of Education projects.

Effective immediately, there is a temporary suspension on all web publishing and media communications. Consequently, no media—including web communications, social media, and related content—should be published without prior written approval from AIR subcontract and technical representatives.

To ensure adherence to this directive, please observe the following guidelines:

- All external and internal communications (including internet and intranet) must obtain prior written approval.
- Again, requests for approval should be submitted to your AIR subcontract and technical representatives.
- The OFO webmasters are currently unable to post content to ConnectED or ED.gov.

Please disseminate this information to all relevant contractor staff performing work under AIR's Department of Education projects.

We greatly appreciate your cooperation and understanding during this period. Should you have any questions or require further clarification, please reach out, subagreement_support@air.org.

Thank you!

Sincerely,

[Name and contact info redacted]
American Institutes for Research