

Notice to All House Staff:

House offices using the ChatGPT artificial intelligence (AI) chatbot are **only authorized to use the ChatGPT Plus version** of the product. The Plus version of the product incorporates important privacy features that are necessary to protect House data. [ChatGPT plus is available from Open AI](#) as a subscription for \$20 per month.

ChatGPT Plus has been authorized provisionally by the Committee on House Administration with the following conditions and limitations:

- Use of the product is for *research and evaluation only*. House offices are authorized to experiment with the tool on how it may be useful to congressional operations, but offices are not authorized to incorporate it into regular workflow.
- The product is only to be used with *non-sensitive data*. For example, do not paste into the chat bot any blocks of text that have not already been made public.
- The product must be used with privacy settings enabled. These settings ensure that your history is not preserved and your interactions are not incorporated back into the large language model. These settings are disabled by default. You should enable these privacy settings under “Settings” on the main menu of the product. Visit the OpenAI website for additional information about [ChatGPT Plus Chat Bot privacy setting recommendations](#).

House offices interested in researching and evaluating ChatGPT Plus are encouraged to read guidance from the [House Digital Service AI Advisory Group](#), which details concerns like accuracy, bias, cybersecurity, and copyright, and allows staffers to join to share usage information back with the House community.

No other versions of ChatGPT or other large language models AI software are authorized for use in the House currently. For additional information on House cloud services that are currently authorized, in review, or not authorized, please visit the [Cloud Services page on HouseNet](#).

Sincerely,

Catherine L. Szpindor
Chief Administrative Officer