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Description of document: Export-Import Bank of the United States (Ex-Im Bank)  
Freedom of Information Act (FOIA) Compliance and  
Status Reports, FY2015- FY2016

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Source of document: FOIA Request  
Export-Import Bank of the United States  
Freedom of Information and Privacy Office  
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Washington, D.C. 20571  
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[Online Freedom of Information Act Request Form](#)

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EXPORT-IMPORT BANK  
OF THE UNITED STATES

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November 9, 2016

**Via Electronic Mail**

**Re: FOIA Request # 201700007F**

This is the final response to your Freedom of Information Act (FOIA) request to the Export-Import Bank of the United States (Ex-Im Bank). We received your request in our FOIA Office via E-mails on November 1, 2016. By an e-mail dated November 1, 2016, you clarified your request, providing more information on your meaning of internal status report. You requested "each weekly or monthly internal status report for the Ex-Im FOIA program during calendar years 2014- 2016, specifically reports sent to managers of the Bank that report on the activities or accomplishments of the FOIA Office."

We conducted a comprehensive search of the files within the Office of the CFO, Division of the Deputy Chief Financial Officer, FOIA Section for records that would be responsive to your request. This is the component within Ex-Im Bank in which responsive records could reasonably be expected to be found. The search produced the attached records for the years 2015 and 2016. After carefully reviewing the responsive documents, we have determined they are releasable in their entirety; no deletions or exemptions have been claimed.

As it relates to the 2014 reports, please note, the FOIA Office did produce these reports in the year 2014, therefore, we were unable to locate or identify any responsive records for that time period.

If you are not satisfied with the response to this request you may administratively appeal by writing to the Export-Import Bank of the United States, Attention: Assistant General Counsel for Administration, 811 Vermont Avenue, N.W., Washington, D.C., 20571. Your appeal must be postmarked or electronically transmitted within 90 days of the date of the response to your request. You may also submit an appeal via E-Mail at [FOIA.Appeals@exim.gov](mailto:FOIA.Appeals@exim.gov). The phrase "FOIA APPEAL" should appear on the letter and on the outside of the envelope containing the appeal or in the "Subject" line of the E-Mail.

You may contact our FOIA Public Liaison at (202) 565-3290 for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire

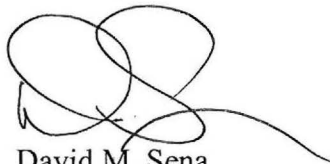
about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, email at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. See 5 U.S.C. §552(c) (2006 & Supp. IV 2010). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all of our requesters and should not be taken as an indication that excluded records do, or do not, exist.

Ex-Im Bank's FOIA regulations at 12 C.F.R.404.9 (a) state that Ex-Im Bank shall charge fees to recover the full allowable direct cost it incurs in processing request. In this instance, because the first 100 pages are free, as are the first two hours of search time, there is no charge.

If you have any questions about this request, please contact Ms. Lennell Jackson at (202) 565-3290 or by E-Mail at [Lennell.Jackson@exim.gov](mailto:Lennell.Jackson@exim.gov).

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by a series of loops and a long horizontal stroke extending to the right.

David M. Sena  
Chief FOIA Officer

Attachments: Responsive Documents (4 PDF files)

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## Export-Import Bank of the United States

### Freedom of Information Act

#### **Chief FOIA Officer: Compliance and Status Report (FY 2015)**

The FOIA office has made significant progress in responding to FOIA requests. As the Chief FOIA Officer, I ensure the Bank is and continues to be committed to transparency and responsiveness on Bank FOIA requests. In FY 2015, requests for additional FOIA resources have been approved by senior management. Overall responsiveness to requests by FOIA staff has improved significantly in FY 2015.

- FOIA backlog. On October 1, 2014, the Bank had a backlog of 38 FOIA requests (i.e. open requests submitted in prior fiscal years).
- FY 2015 new FOIA requests. As of September 30, 2015, the Bank had received an additional 100 new FOIA requests during FY 2015.

#### **FOIA Goals**

- Provide full or interim responses to prior year FOIA requests
- Provide full or interim responses to 50% of all current year FOIA requests
- Update FOIA Policy and Procedures

#### **Current FOIA Status**

- Prior Year FOIA requests (38)
  - 28 requests have been closed out (provided complete responses)
  - 10 requests have been provided with interim responses
  - 0 requests have not been provided with a response
  - Goal Met: 100% of all prior year FOIA requests have been provided a full or interim response
- Current Year FOIA requests (100)
  - 73 requests have been closed out (provided complete responses)
  - 6 requests have been provided with interim responses
  - 21 requests have not been provided with a response
    - The 21 remaining requests are either recent requests or under current records search.
  - Goal Exceeded: 79% of all prior year FOIA requests have been provided a full or interim response

## FOIA Resources

- In FY 2015, the Bank increased the number of FOIA specialists to 2 full time FOIA specialists and 2 full time FOIA specialist contractors. Prior year there was 1 full time and 1 contractor FOIA specialist.
  - In FY 2015, the Bank hired a backfill for the FOIA Liaison
  - In FY 2015, the Bank added a new FOIA specialist
  - In FY 2015, the Bank added a new full time FOIA specialist contractor
  - In FY 2015, the Bank added another full time FOIA specialist contractor
- In FY 2015, the OGC backfilled the legal review officer
- IT funding was increased to support the staffing necessary for email searches

## FOIA Compliance

- Overall FOIA compliance has improved considerably in FY 2015. The Bank has made significant progress in addressing the backlog and meeting FOIA goals.
  - The Bank has provided full or interim responses to 100% of the backlog
  - The Bank has provided complete or interim responses to 79% of all new FOIA requests
- Per request from Senator Johnson, the OIG reviewed whether non-career officials were involved in Ex-Im Bank FOIA response processes for the period of January 1, 2007 to the June 2015. As part of this request, I had certified that “the Chief FOIA officer has been filled by career staff and non-career officials have not been substantially involved in the FOIA response process and efforts by the Bank to response to the request have not been frustrated or compromised by their involvement.” The OIG concluded that the results of their analysis supported my certification for the specified time period.

## FOIA Challenges

- The Bank has seen significant increases in FOIA requests. 100 new FOIA requests have been received this fiscal year. Through September 30, 2015, the requests reflect an 80% increase over the average number of requests over the past three full fiscal years.
- In FY 2016, the FOIA office will be concentrating efforts to provide complete responses to the 10 prior year requests currently open (that have received interim responses to date). The FOIA office will also focus on the remaining open FY 2015 requests and provide complete responses or interim responses.
- There continues to be some confusion about FOIA requirements and Bank FOIA policy and practices. The FOIA office conducted Bank-wide training last year and plans to conduct annual FOIA training.
  - The FOIA office had to address a recent issue on the Bank’s policy and practice on pre-release notification. A Bank staff member inappropriately provided the FOIA materials to a political appointee for a separate review – who was the subject of the FOIA request. The staff member was informed that her actions were not appropriate and was instructed on Bank policy and practice. Her supervisor was also informed of her actions.

The political appointee was instructed on policy and practice. The FOIA response was provided to the requestor.

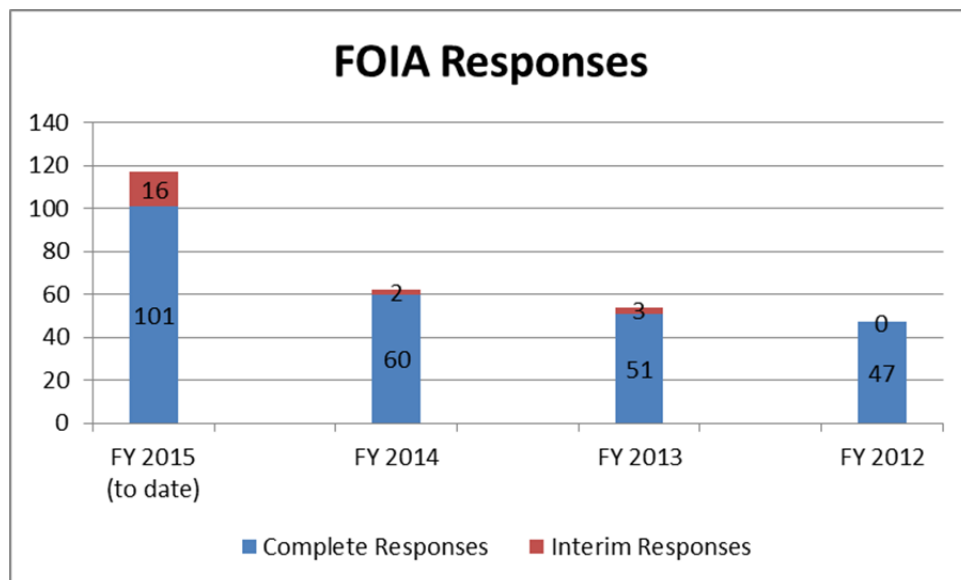
- The FOIA office is working to update the Bank's FOIA policies, fee schedules, and developing operating agreements with all Bank offices and divisions to set time deadlines for responding to FOIA office requests for information. With the focus on responses, the Bank's FOIA policy is expected to be updated in FY 2016. In FY 2015, the FOIA office created a FOIA fact sheet which was posted on the intranet and has been disseminated to Bank staff.

Export-Import Bank of the United States  
FOIA Status

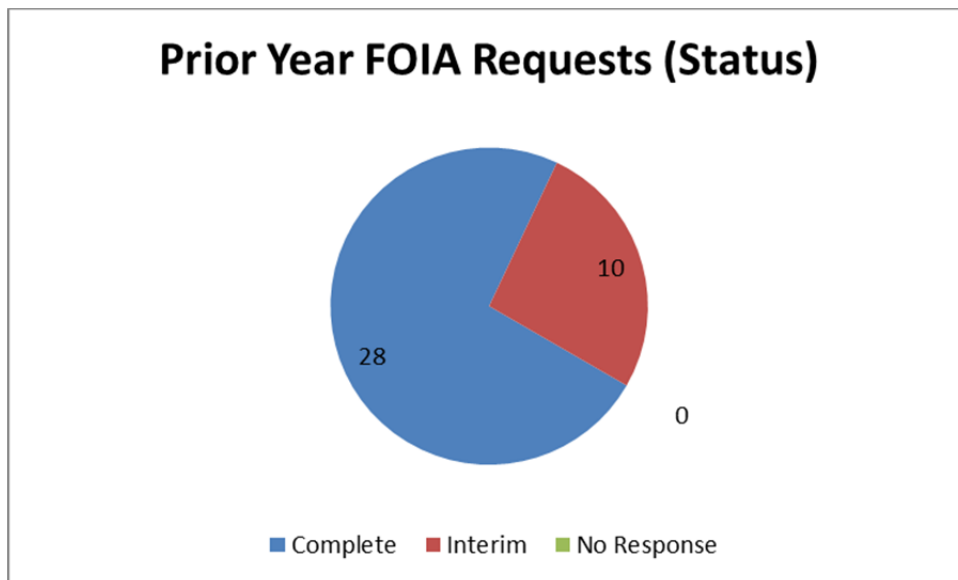
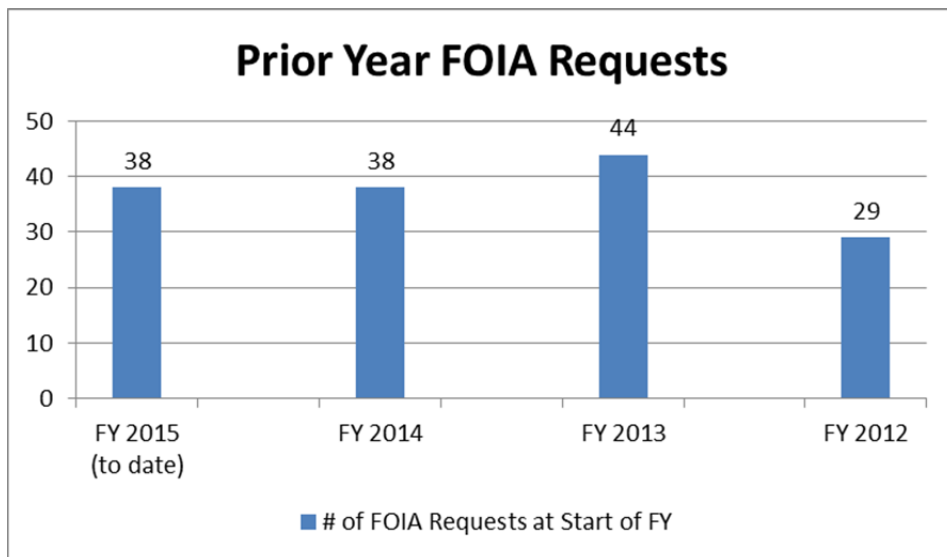
**FY 2015 Status:**

	Prior Year	FY 2015	FY 15 YTD
FOIA Requests	38	100	138
Requests Closed (Complete Responses)	28	73	101
Interim Responses	10	6	16
Open Requests (No Responses)	0	21	21

The FOIA Office has provided 101 complete responses and 16 interim responses through September 30, 2015 compared to 60 complete responses and 2 interim responses for the entire FY 2014. Overall, the number of FOIA responses has increased by 89 percent compared to the number of responses provided in FY 2014.

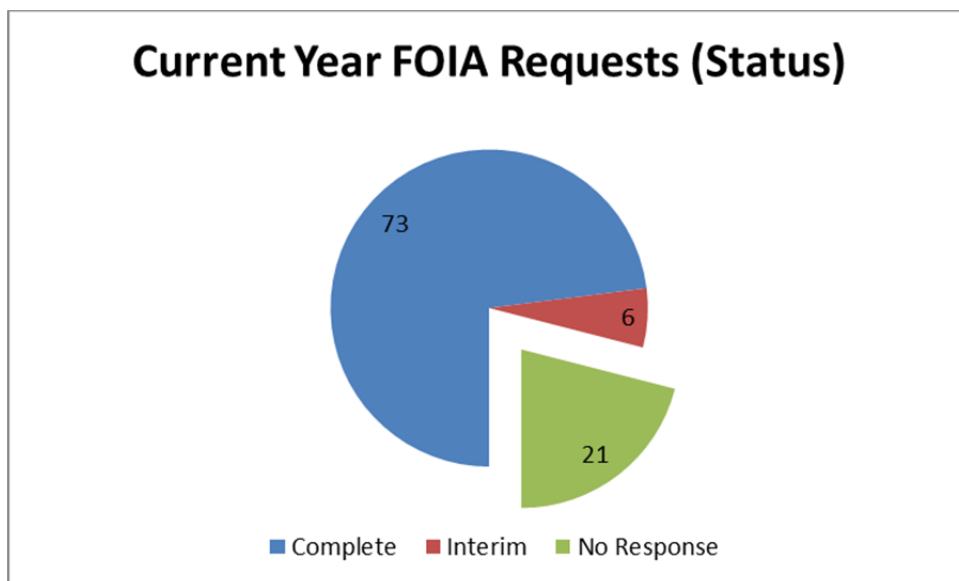
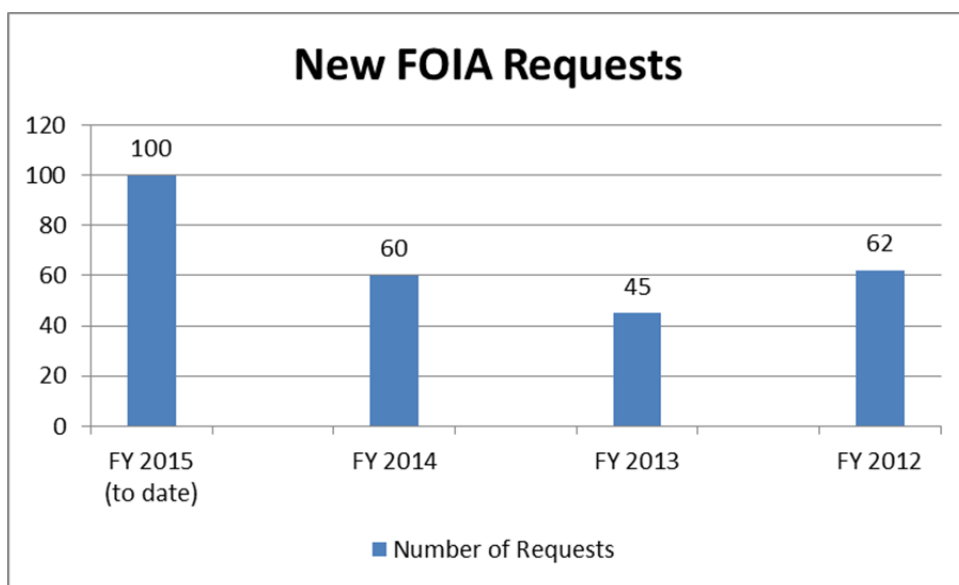


The number of Prior Year requests for FY 2013 – FY 2015 increased compared to FY 2012 due to the re-allocation of FOIA resources to address specific Congressional requests. The Bank, with my concurrence, prioritized the Congressional requests. In FY 2015, the FOIA Office with the additional resources has made significant progress in addressing FY 2015 FOIA backlog (prior year FOIA requests). The FOIA Office has provided complete or interim responses to 100% of all prior year FOIA requests and met the goal to provide 100% complete or interim responses.





The FOIA Office has received a significant increase in new FY 2015 FOIA requests. This increase is primarily due to the controversy associated with the Bank's re-authorization. Overall, FOIA requests have increased by 80% in FY 2015 compared to the average of the past 3 full fiscal years. The FOIA Office has provided complete or interim responses to 79% of all current year FOIA requests. The FOIA Office has exceeded the goal of 50% for complete or interim responses to all current year FOIA requests.



## Export-Import Bank of the United States

### Freedom of Information Act

#### **Chief FOIA Officer: Compliance and Status Report (July 24, 2015)**

The FOIA office has made significant progress in responding to FOIA requests. As the Chief FOIA Officer, I ensure the Bank is and continues to be committed to transparency and responsiveness on Bank FOIA requests. In FY 2015, requests for additional FOIA resources have been approved by senior management. Overall responsiveness to requests by FOIA staff has improved significantly in FY 2015.

- FOIA backlog. On October 1, 2014, the Bank had a backlog of 38 FOIA requests (i.e. open requests submitted in prior fiscal years).
- FY 2015 new FOIA requests. As of July 24, 2015, the Bank has received an additional 86 new FOIA requests during FY 2015.

#### **FOIA Goals**

- Provide full or interim responses to prior year FOIA requests
- Provide full or interim responses to 50% of all current year FOIA requests
- Update FOIA Policy and Procedures

#### **Current FOIA Status**

- Prior Year FOIA requests (38)
  - 23 requests have been closed out (provided complete responses)
  - 11 requests have been provided with interim responses
  - 4 requests have not been provided with a response
    - 1 request is scheduled for an interim release next week
    - 1 request has been submitted to other agencies for review and clearance (OPIC/Treasury/State). The FOIA Office has been provided with a response from OPIC and expects the Treasury response shortly. State has been requested to expedite but is currently working through a significant backlog. The FOIA Office might issue an interim response after receiving Treasury response.
    - 2 requests are currently with IT which is conducting an email search. Staff has already provided all non-email relevant materials for FOIA Office review.
- Current Year FOIA requests (86)
  - 49 requests have been closed out (provided complete responses)
  - 5 requests have been provided with interim responses
  - 32 requests have not been provided with a response
    - Majority of 32 requests are either new requests or under current records search.

## **FOIA Resources**

- In FY 2015, the Bank increased the number of FOIA specialists to 2 full time FOIA specialists and 1 full time FOIA specialist contractor. Prior year there was 1 full time and 1 contractor FOIA specialist.
  - In FY 2015, the Bank hired a backfill for the FOIA Liaison
  - In FY 2015, the Bank added a new FOIA specialist
  - In FY 2015, the Bank added a new full time FOIA specialist contractor
- In FY 2015, the OGC backfilled the legal review officer
  - OGC has delegated additional legal support to begin next week
- IT funding was increased to support the staffing necessary for email searches

## **FOIA Compliance**

- Overall FOIA compliance has improved considerably in FY 2015. The Bank has made significant progress in addressing the backlog and meeting FOIA goals.
  - The Bank has provided full or interim responses to 89% of the backlog
  - The Bank has provided complete or interim responses to 63% of all new FOIA requests

## **FOIA Challenges**

- The Bank has seen significant increases in FOIA requests. To date, 86 new FOIA requests have been received this fiscal year. Through July 24, 2015, the requests reflect a 54% increase over the average number of requests over the past three full fiscal years.
- The OIG is conducting a review of the Bank's FOIA process as it relates to political interference in the FOIA process. This is part of a government wide review by all OIGs. As a result, some FOIA resources will be re-directed to the OIG review but at this time I do not expect this to negatively impact FOIA goals for this fiscal year.
- There continues to be some confusion about FOIA requirements and Bank FOIA policy and practices. The FOIA office conducted Bank-wide training last year and plans to conduct annual FOIA training.
  - The FOIA office had to address a recent issue on the Bank's policy and practice on pre-release notification. A Bank staff member inappropriately provided the FOIA materials to a political appointee for a separate review – who was the subject of the FOIA request. The staff member was informed that her actions were not appropriate and was instructed on Bank policy and practice. Her supervisor was also informed of her actions. The political appointee was instructed on policy and practice. The FOIA response was provided to the requestor.
- The FOIA office is working to update the Bank's FOIA policies, fee schedules, and developing operating agreements with all Bank offices and divisions to set time deadlines for responding to FOIA office requests for information. The Bank's FOIA policy is expected to be updated this fiscal year.

Export-Import Bank of the United States  
FOIA Status

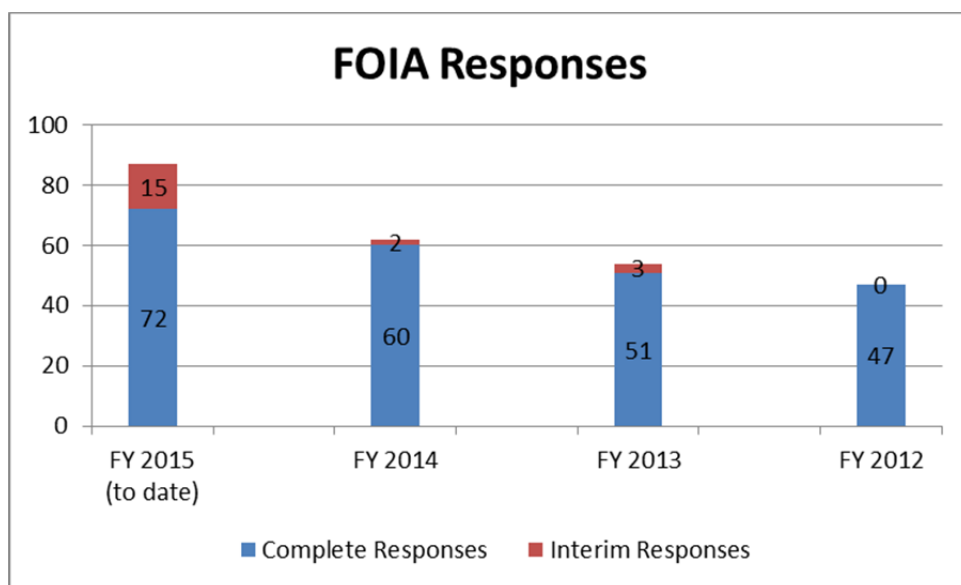
**FY 2015 Status: Current (10-1-15 to 07-24-15)**

	Prior Year	FY 2015	FY 15 YTD
FOIA Requests	38	86	124
Requests Closed (Complete Responses)	23	49	72
Interim Responses	11	5	16
Open Requests (No Responses)	4	32	36

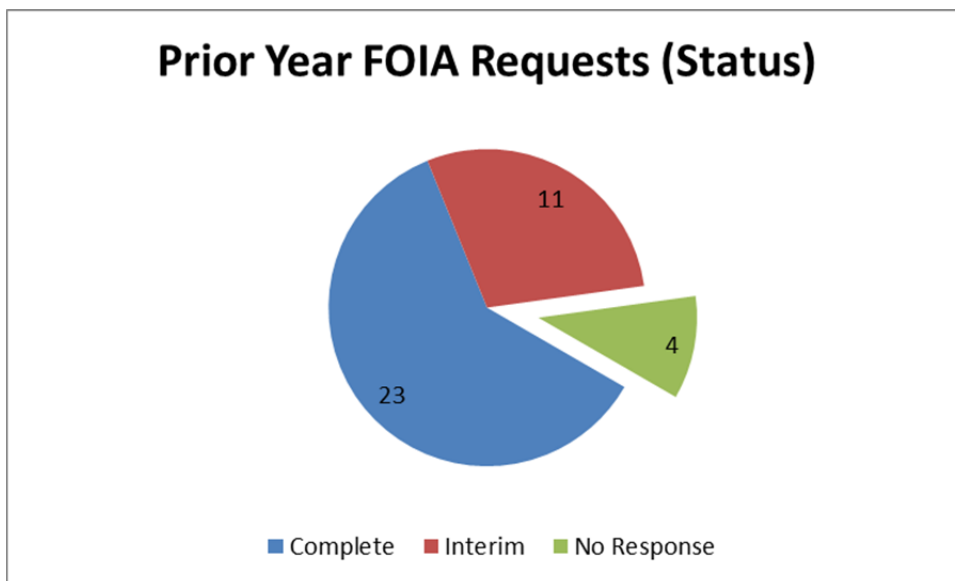
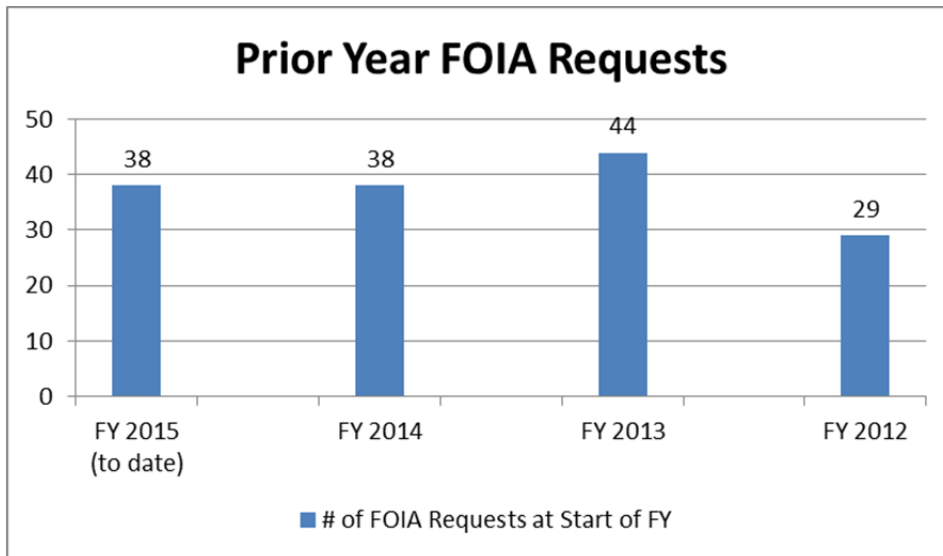
**FY 2015 Status: Week (07-27-15)**

	Prior Year	FY 2015	FY 15 YTD
Beginning Open Balance	4	32	36
New FOIA Request	0	0	0
Complete/Interim Responses Provided	1	1	2
Ending Open Requests	3	31	34

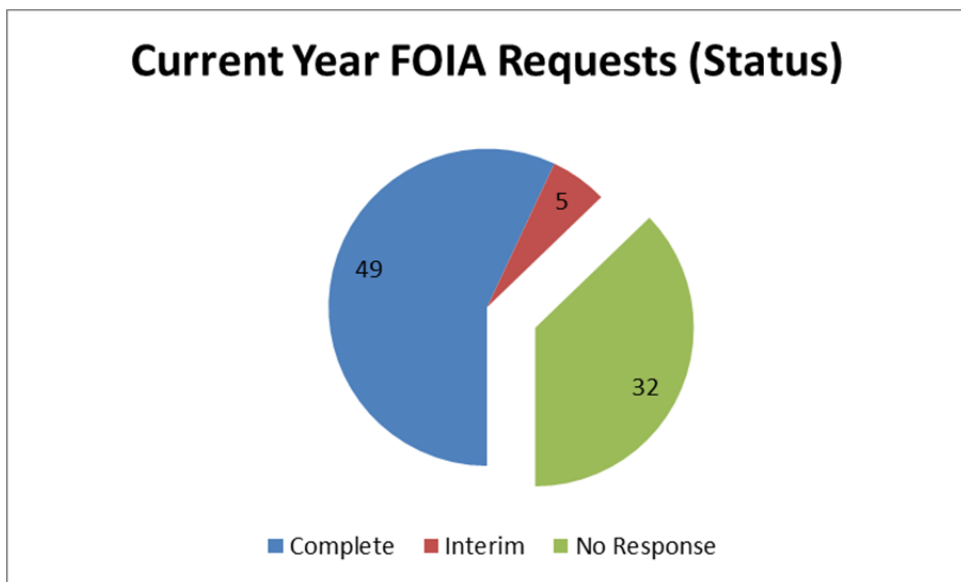
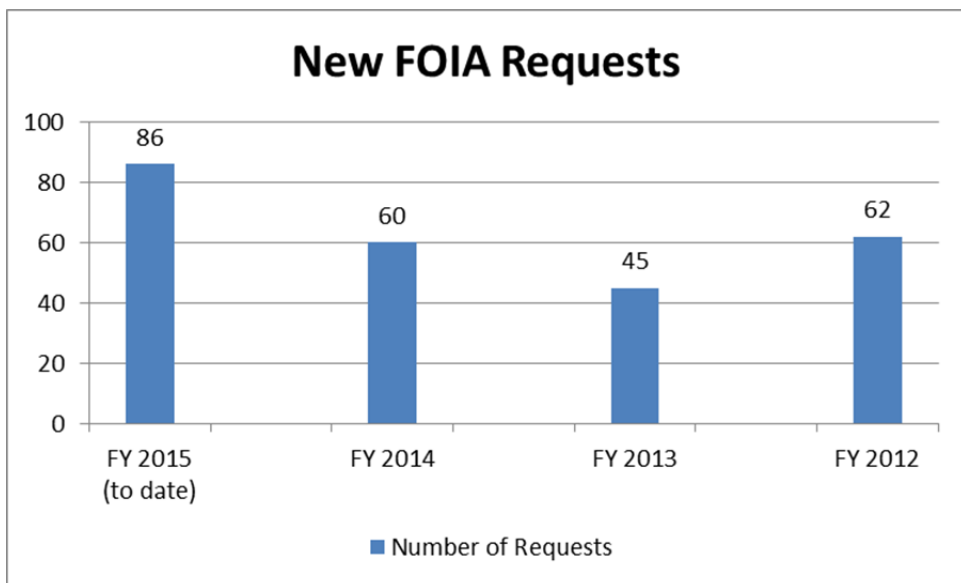
The FOIA Office has provided 72 complete responses and 15 interim responses through July 24, 2015 compared to 60 complete responses and 2 interim responses for the entire FY 2014. Overall, the number of FOIA responses has increased by 40 percent compared to the number of responses provided in FY 2014.



The number of Prior Year requests for FY 2013 – FY 2015 increased compared to FY 2012 due to the re-allocation of FOIA resources to address specific Congressional requests. The Bank, with my concurrence, prioritized the Congressional requests. In FY 2015, the FOIA Office with the additional resources has made significant progress in addressing FY 2015 FOIA backlog (prior year FOIA requests). The FOIA Office has provided complete or interim responses to 89% of all prior year FOIA requests. The FOIA Office expects to provide complete or interim response to the remaining 4 requests by the end of the Fiscal Year.



The FOIA Office has received a significant increase in new FY 2015 FOIA requests. This increase is primarily due to the controversy associated with the Bank's re-authorization. Overall, FOIA requests have increased by 54% in FY 2015 (to date) compared to the average of the past 3 full fiscal years. The FOIA Office has provided complete or interim responses to 63% of all current year FOIA requests. The FOIA Office expects to exceed the goal of 50% for complete or interim responses to all current year FOIA requests.



## Export-Import Bank of the United States

### Freedom of Information Act

#### **Chief FOIA Officer: Compliance and Status Report (FY 2016)**

As the Chief FOIA Officer, I ensure the Bank is and continues to be committed to transparency and responsiveness on EXIM FOIA requests. The FY 2016, FOIA report highlights the success in our responsiveness to FOIA requests. Overall, FY 2016 was a challenging year as the Bank received a record number of FOIA requests, as well as losing our 2 FOIA specialist contractors for over 3 months due to a contracting issue. Despite these challenges, the overall responsiveness by FOIA staff continued to improve in FY 2016 as the Bank responded to more FOIA requests in FY 2016 compared to FY 2015.

- FOIA backlog. The FOIA Backlog (defined as Prior Year requests) has been significantly reduced. All FY 2013 and earlier requests have been responded to and closed out. The number of backlog requests has reduced from 37 open requests to 10 open requests. Of the 10 open requests, 8 have been provided with interim responses.
- FY 2016 new FOIA requests. In FY 2016, the Bank received 126 new FOIA requests, compared to 101 FOIA requests in FY 2015.

#### **FOIA Resources**

- In FY 2016, the Bank has 2 full time FOIA specialists and 2 full time FOIA specialist contractors. The Bank was without the 2 contracting specialists for 3 months due to a contracting issue. The contract had to be rebid and awarded which occurred in Sept 2016
- IT funding was increased to support the staffing necessary for email searches

#### **FOIA Goals**

- Provide full or interim responses to prior year (FY 14/15) FOIA requests
  - Provide full responses to all FY 2014 FOIA requests
- Provide full or interim responses to 50% of all current year (FY 16) FOIA requests
- Update FOIA Policy and Procedures

#### **Current FOIA Status**

- Prior Year FOIA requests (37)
  - 27 requests have been closed out (provided complete responses)



- 8 requests have been provided with interim responses
  - Of the 9 open FY 2014 requests, 7 have been closed out with complete responses and 2 have been provided with interim releases.
  - Of the 28 open FY 2015 requests, 20 have been closed out with complete responses and an additional 6 have been provided with interim releases.
- Current Year FOIA requests (126)
  - 96 requests have been closed out (provided complete responses)
  - 9 requests have been provided with interim responses
  - 27 requests have not been provided with a response
    - Majority of 21 requests are either new requests or under current records search.

### **FOIA Compliance and Results**

- Overall FOIA compliance continues to improve in FY 2016.
  - The Bank has provided 27 responses to the FOIA backlog of 37 requests at the start of the FY 2016. Of the 10 remaining, 8 have been provided with interim responses. Due to the loss of the 2 FOIA contracting specialists for over 3 months, the Bank was unable to close out all of the FY 2014 requests. The Bank has 2 remaining open FY 2014 requests. Both have been provided with interim responses and we expect to fully respond to these requests in FY 2017.
  - The Bank has provided complete or interim responses to 83% of all new FOIA requests.
  - The FOIA staff has updated the FOIA Policy and Procedure manual and has posted on the intranet.
- The FOIA office has improved and reduced the number of days to process requests.
  - In FY 2015, the average number of days to process “simple” requests was 68 days. In FY 2016, the FOIA office has improved the average number of days to process “simple” requests to 26 days.
  - In FY 2015, the average number of days to process “complex” requests was 275 days. In FY 2016, the FOIA office has improved the average number of days to process “complex” requests to 136 days.

### **FOIA Challenges**

- The FOIA office is working to close out all FY 2014 FOIA requests. The remaining 2 FOIA requests have all been provided interim responses. The 2 requests are large voluminous complex requests. One of the two remaining requests has over 98,000 files (with multiple documents per file) to be reviewed. Many of the files contain duplicates and each file has to be separately reviewed by FOIA staff.
- The number of FOIA requests increased over the FY 2015 record year of requests. In FY 2017, 126 new FOIA requests were received compared to the 101 requests received in FY 2015.

Export-Import Bank of the United States  
FOIA Status

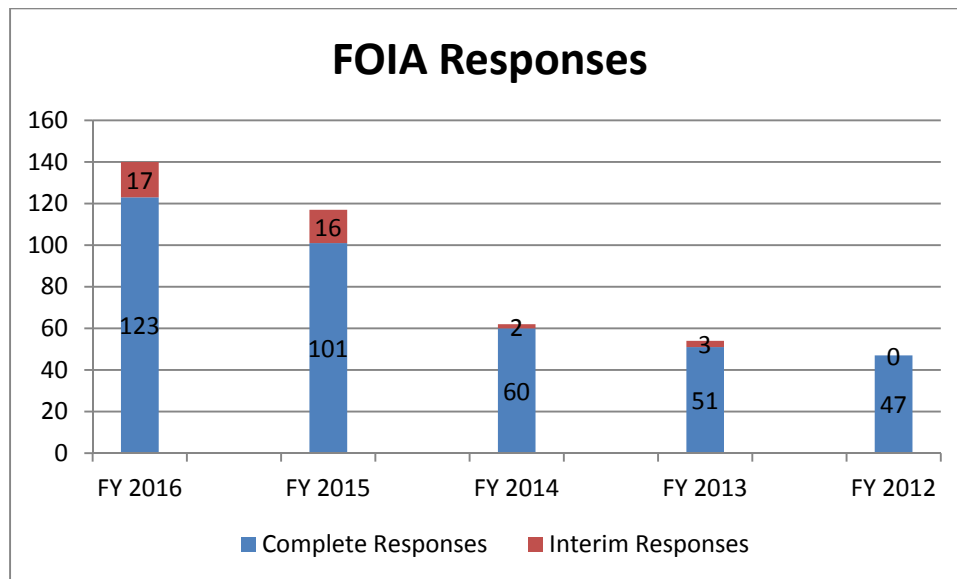
**Historical Analysis (FY 2016)**

	Fiscal Year				
	2012	2013	2014	2015	2016
FOIA Requests	62	45	60	101	126
Requests Closed	62	45	58	93	96
Interim Responses	0	0	2	6	9
Open Requests (No Responses)	0	0	0	2	21

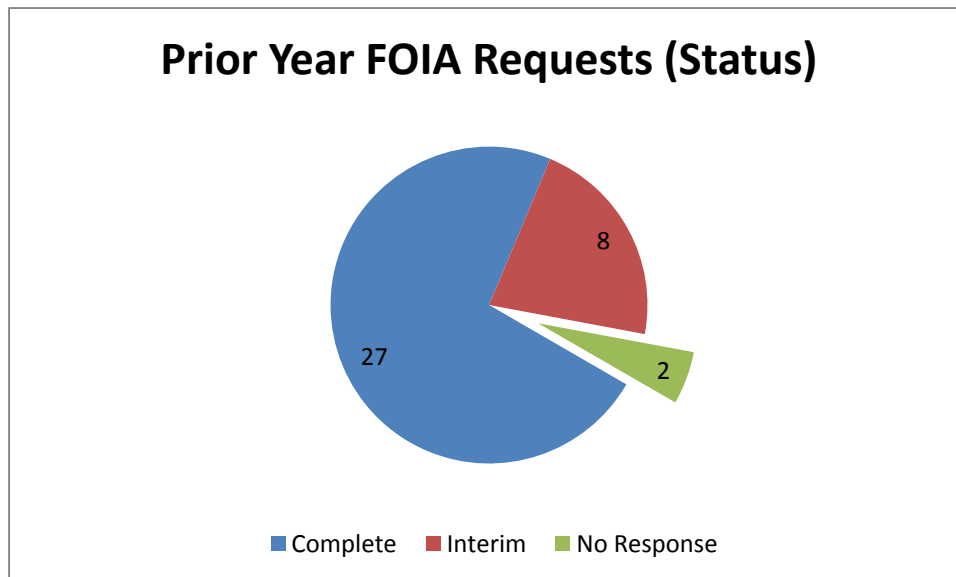
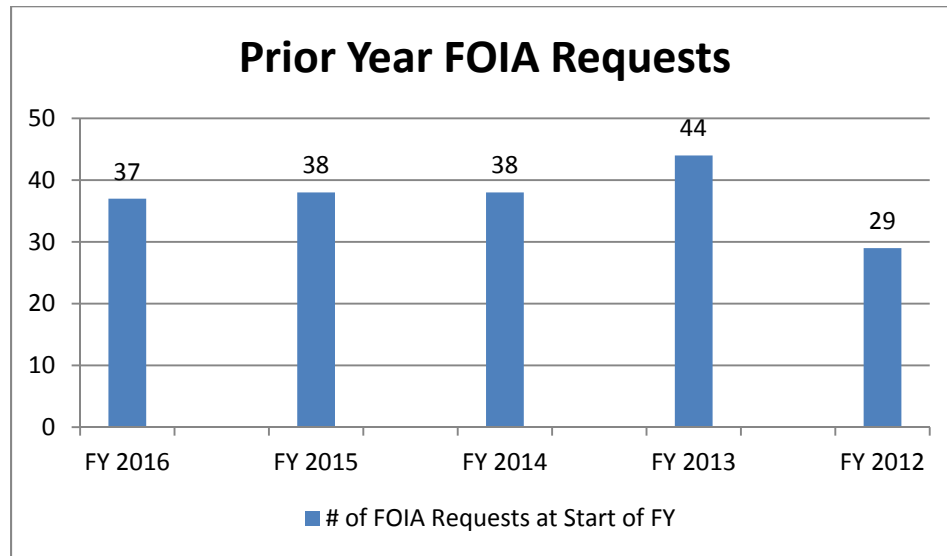
**Actions taken during FY 2016**

	Prior Years	FY 2016	FY 16 YTD
FOIA Requests	37	126	163
Requests Closed	27	96	123
Interim Responses	8	9	17
Open Requests (No Responses)	2	21	23

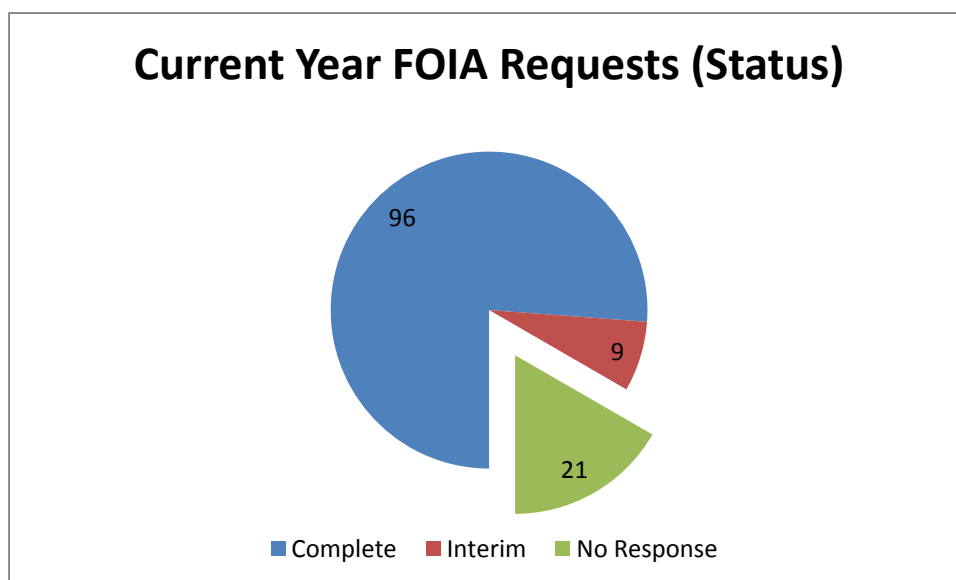
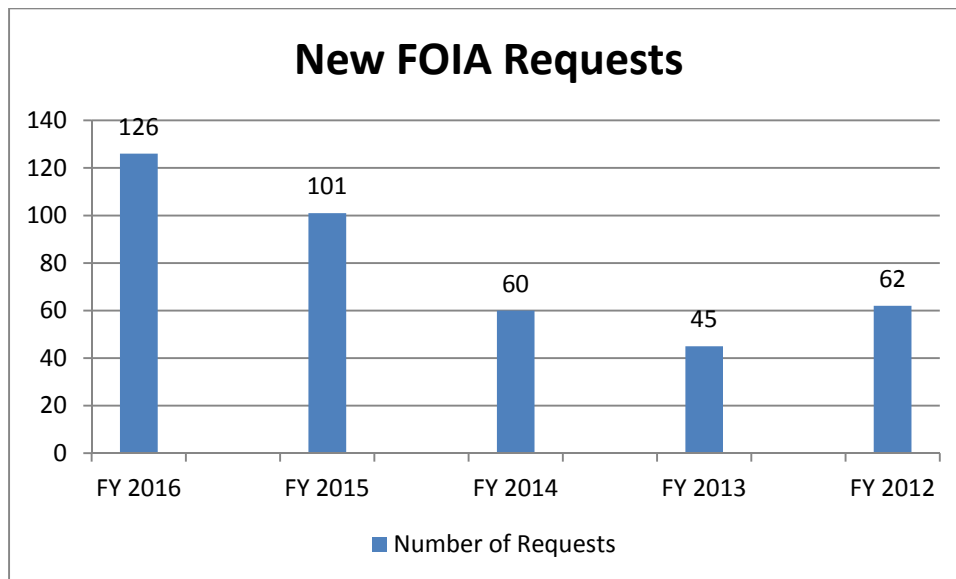
The FOIA Office has provided 126 complete responses and 17 interim responses in Fiscal Year 2016. The response rate is 20% greater than the FY 2015 response rate for complete responses and reflects an 88% increase in response rate from FY 2012 – FY 2015. The chart highlights the responses, either complete or interim, at end of each fiscal year.



The overall number of Prior Year requests (backlog) at the start of FY 16 decreased slightly compared to FY 15. The FOIA Office has already provided complete responses to 27 Prior Year requests, and 8 interim responses. The FOIA Office expects to provide complete responses to all remaining open Prior Year requests in FY 2017.



The FOIA Office received 126 FOIA requests in FY 2016, an increase of 25 compared to the record level of FOIA requests of 101 in FY 2015. The FOIA Office has provided complete or interim responses to 83% of all current year FOIA requests. The FOIA Office exceeded the goal of 50% for complete or interim responses to all current year FOIA requests.



## Export-Import Bank of the United States

### Freedom of Information Act

#### **Chief FOIA Officer: Compliance and Status Report (March 31, 2016)**

The FOIA office continues to make significant progress in responding to FOIA requests. As the Chief FOIA Officer, I ensure the Bank is and continues to be committed to transparency and responsiveness on Bank FOIA requests. In FY 2015, requests for additional FOIA resources have been approved by senior management. Overall responsiveness to requests by FOIA staff has improved significantly in FY 2015 and continues into FY 2016.

- FOIA backlog. The FOIA Backlog has been significantly reduced. All FY 2013 and earlier requests have been responded to and closed out. At the start of the fiscal year, the Bank had 37 open requests (9 from FY 2014 and 28 from FY 2015).
- FY 2016 new FOIA requests. As of March 31, 2016 the Bank has received an additional 55 new FOIA requests during FY 2016.

#### **FOIA Goals**

- Provide full or interim responses to prior year (FY 14/15) FOIA requests
  - Provide full responses to all FY 2014 FOIA requests
- Provide full or interim responses to 50% of all current year (FY 16) FOIA requests
- Update FOIA Policy and Procedures

#### **Current FOIA Status**

- Prior Year FOIA requests (37)
  - 17 requests have been closed out (provided complete responses)
  - 8 requests have been provided with interim responses
    - Of the 9 open FY 2014 requests, 6 have been closed out with complete responses and 3 have been provided with interim releases with one expected to be fully closed out in April.
    - Of the 28 open FY 2015 requests, 11 have been closed out with complete responses and an additional 5 have been provided with interim releases.
- Current Year FOIA requests (55)
  - 32 requests have been closed out (provided complete responses)
  - 4 requests have been provided with interim responses
  - 19 requests have not been provided with a response
    - Majority of 19 requests are either new requests or under current records search.

## **FOIA Resources**

- In FY 2015, the Bank increased the number of FOIA specialists to 2 full time FOIA specialists and 2 full time FOIA specialist contractors compared to 2 FOIA specialists and 1 full time FOIA contractors in FY 2015 and 1 full time and 1 contractor FOIA specialist in FY 2014.
- IT funding was increased to support the staffing necessary for email searches

## **FOIA Compliance**

- Overall FOIA compliance has improved considerably in FY 2016. The Bank has addressed the backlog and we expect to meet the FOIA goals again this year.
  - The Bank has provided full or interim responses to 68% of the backlog
  - The Bank has provided complete or interim responses to 54% of all new FOIA requests

## **FOIA Challenges**

- The FOIA office is working to close out all FY 2014 FOIA requests by the end of the fiscal year. The remaining 3 FOIA requests have all been provided interim responses. One is expected to be closed out in April. The remaining 2 are large voluminous complex requests. One of the two remaining requests has over 98,000 files (with multiple documents per file) to be reviewed. Many of the files contain duplicates and each file has to be separately reviewed by FOIA staff. To reduce this burden, the Bank will be purchasing a software package currently in government use that will eliminate duplicate files to be reviewed. This will reduce the burden on FOIA staff and allow EXIM to meet our goal of completely closing out all FY 2014 requests by the end of the fiscal year.
- The FOIA office is also working on reducing the number of days to process “simple” requests. The standard to process “simple” requests is 20 days. In FY 2015, the average number of days to process “simple” requests was 68 days. In FY 2016, the FOIA office has improved the average number of days to process “simple” requests to 17 days. The FOIA office will continue FY 2016 efforts to ensure that “simple” requests meet the standard.
- The number of FOIA requests continues at the same pace as the FY 2015 record year of requests. As of March 31, 2016, 55 new FOIA requests have been received during the first six months of this fiscal year compared to the 101 requests received in all of FY 2015.
- The FOIA office is working to update the Bank’s FOIA policies, fee schedules, and developing operating agreements with all Bank offices and divisions to set time deadlines for responding to FOIA office requests for information. The Bank’s FOIA policy is expected to be updated this fiscal year.

Export-Import Bank of the United States  
FOIA Status

**Historical Analysis (as of March 31, 2016)**

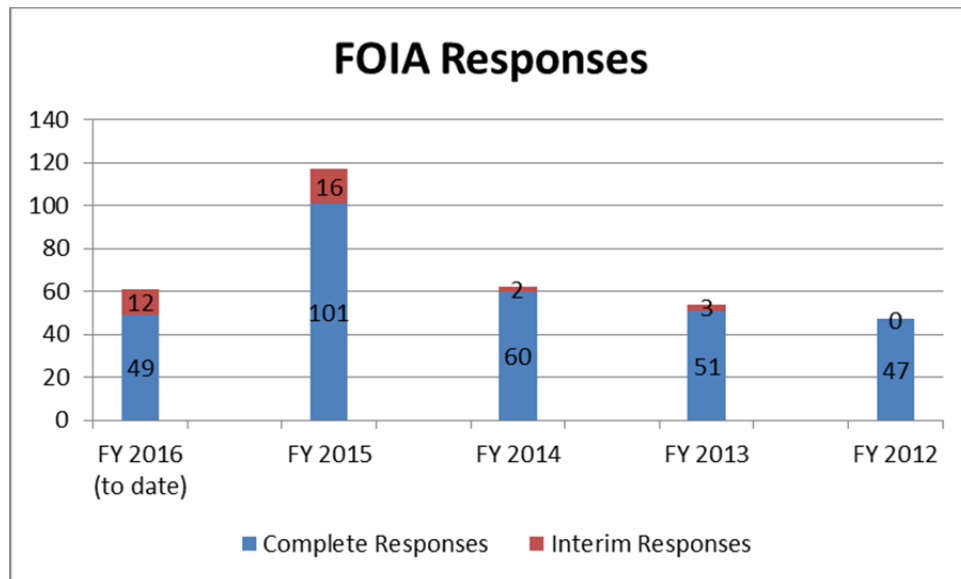
	Fiscal Year				
	2012	2013	2014	2015	2016
FOIA Requests	62	45	60	101	55
Requests Closed	62	45	57	84	32
Interim Responses	0	0	3	5	4
Open Requests (No Responses)	0	0	0	12	19

**Actions taken during FY 16 (as of March 31, 2016)**

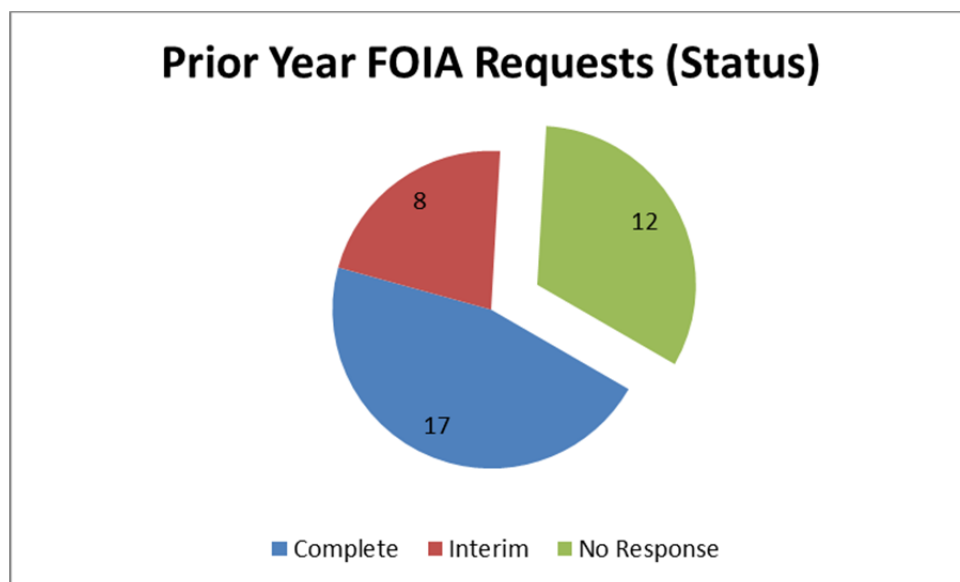
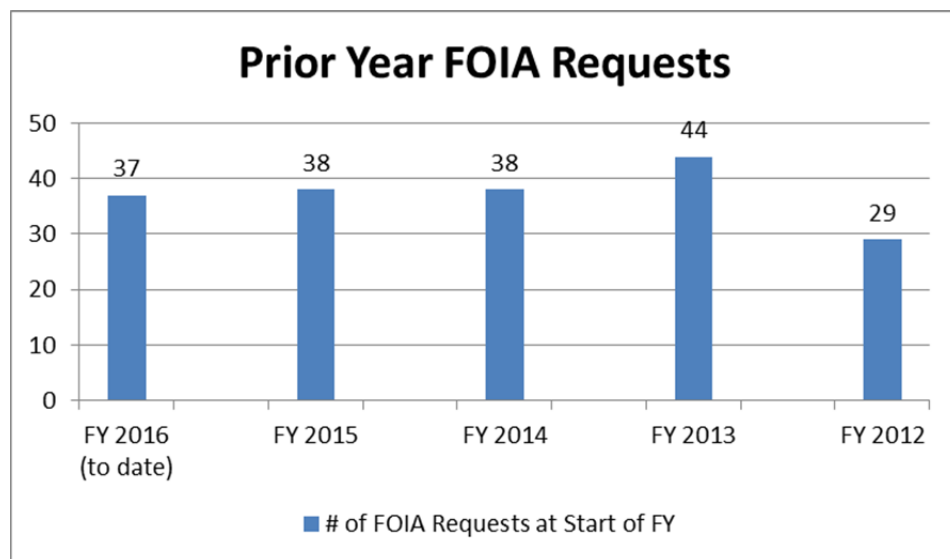
	Prior Years	FY 2016	FY 16 YTD
FOIA Requests	37	55	92
Requests Closed	17	32	49
Interim Responses	8	4	12
Open Requests (No Responses)	12	19	31



The FOIA Office has provided 49 complete responses and 12 interim responses for the first six months of Fiscal Year 2016. The response rate is equal to the annualized FY 2015 response rate and is almost double the response rate from FY 2012 – FY 2014. The chart highlights the responses, either complete or interim, at end of each fiscal year.



The overall number of Prior Year requests (backlog) at the start of FY 16 decreased slightly compared to FY 15. This decrease is significant given the increase in new FY 16 requests (68%). The FOIA Office has already provided complete or interim responses to 25 (or 68%) of the prior year FOIA requests. The FOIA Office expects to provide complete or interim response to the remaining 12 requests by the end of the Fiscal Year.



The FOIA Office continues to receive the same volumes of new FY 2016 FOIA requests compared to the record year of FY 2015 FOIA requests. The FOIA Office has provided complete or interim responses to 65% of all current year FOIA requests. The FOIA Office expects to exceed the goal of 50% for complete or interim responses to all current year FOIA requests.

