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Description of document:	Department of the Interior (DOI) Forms on the Internal Sharepoint Site, 2020
Requested date:	03-October-2020
Release date:	20-November-2020
Posted date:	30-November-2020
Source of document:	FOIA Request Department of the Interior Office of the Secretary, FOIA Office 1849 C Street, NW, MS-7328 Washington, DC 20240 Fax: (202) 219-2374 Email: osfoia@ios.doi.gov

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United States Department of the Interior
OFFICE OF THE SECRETARY
Washington, DC 20240

IN REPLY REFER TO:
7202.4- DOI-OS-2021-000030

November 20, 2020

Via email

The Office of the Secretary FOIA office received your Freedom of Information Act (FOIA) request, dated October 3, 2020, on October 5, 2020 and assigned it control number **DOI-OS-2021-000030**. Please cite this number in any future communications with our office regarding your request.

A copy of the listing of the Department of Interior Forms found on the (Department of Interior) doimspp sharepoint site under the heading Dept Forms Manager.

Final Response

We are writing to respond to your request on behalf of the Office of the Secretary. We have enclosed seven JPG files, which are being released to you in their entirety.

This completes the Office of the Secretary's response to your request.

Fees

We do not bill requesters for FOIA processing fees when their fees are less than \$50.00, because the cost of collection would be greater than the fee collected. (see 43 C.F.R. § 2.37(g)). Therefore, there is no billable fee for the processing of this request. This completes the Office of the Secretary's response.

Conclusion

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

The 2007 FOIA amendments created the Office of Government Information Services (OGIS) to offer mediation services to resolve disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. Using OGIS services does not affect your right to pursue litigation. You may contact OGIS in any of the following ways:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road - OGIS
College Park, MD 20740-6001
E-mail: ogis@nara.gov
Web: <https://www.archives.gov/ogis>
Telephone: 202-741-5770
Fax: 202-741-5769
Toll-free: 1-877-684-6448

Please note that using OGIS services does not affect the timing of filing an appeal with the Department's FOIA & Privacy Act Appeals Officer. If you have any questions about our response to your request, you may contact our office by phone at 202-513-0765, by fax at 202-219-2374, by email at OS-foia@ios.doi.gov, or by mail at U.S. Department of the Interior, 1849 C St, N.W., Office of the Solicitor, Washington, D.C. 20240.

Contact information for the Department's FOIA Public Liaison, who you may also seek dispute resolution services from, is available at <https://www.doi.gov/foia/foiacenters>.

Sincerely,

CYNTHIA
SWEENEY

Cynthia Sweeney
Office of the Secretary
FOIA Office



Digitally signed by CYNTHIA SWEENEY
Date: 2020.11.20 11:47:41 -05'00'



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Department Form... > Documents > General > **Official Files for Production**

 Name ▾	Modified ▾	Modified By ▾	File Size ▾	Extracted Text
 OS and Department Regions Statione...	July 23, 2019	Wendling, Regina A		
 OS Official Stationery Templates	May 4	Wendling, Regina A		
 BLM 3600-006_Certificate Terminatin...	September 26, 2016	Wendling, Regina A	84.9 KB	
 DI-102_Receiving Report.pdf	September 26, 2016	Wendling, Regina A	101 KB	
 DI-1020_Travel Authorization.pdf	September 26, 2016	Wendling, Regina A	32.4 KB	
 DI-103_Report of Survey.pdf	September 26, 2016	Wendling, Regina A	42.9 KB	
 DI-103A_Certificate of Unserviceable ...	September 26, 2016	Wendling, Regina A	107 KB	
 DI-104_Transfer of Property.pdf	September 26, 2016	Wendling, Regina A	21.3 KB	
 DI-1040_Bill for Collection.pdf	September 26, 2016	Wendling, Regina A	50.9 KB	
 DI-1040F_Bill for Collection - FOIA.pdf	September 26, 2016	Wendling, Regina A	49.4 KB	
 DI-105_Receipt for Property.pdf	September 26, 2016	Wendling, Regina A	152 KB	
 DI-1175_Foreign Travel Certification F...	June 11, 2018	Wendling, Regina A	19.2 KB	
 DI-1215_Report of Invention.pdf	September 26, 2016	Wendling, Regina A	31.4 KB	



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	DI-105_Receipt for Property.pdf	September 26, 2016	Wendling, Regina A	15.2 KB
	DI-1175_Foreign Travel Certification F...	June 11, 2018	Wendling, Regina A	19.2 KB
	DI-1215_Report of Invention.pdf	September 26, 2016	Wendling, Regina A	31.4 KB
	DI-1218_Invention Rights Questionnai...	September 26, 2016	Wendling, Regina A	69.8 KB
	DI-134_Report of Accident or Incident...	September 26, 2016	Wendling, Regina A	12.0 KB
	DI-137_Release of Claims Revised.pdf	March 10, 2017	Wendling, Regina A	35.8 KB
	DI-14_Printing, Binding, and Distributi...	September 26, 2016	Wendling, Regina A	13.3 KB
	DI-1866_Request for Reprographic Eq...	September 26, 2016	Wendling, Regina A	130 KB
	DI-1868_Application for Parking Perm...	October 19, 2016	Wendling, Regina A	30.1 KB
	DI-1871_Justification for New or Repl...	September 26, 2016	Wendling, Regina A	57.3 KB
	DI-1872_Certificate of Required Occu...	September 26, 2016	Wendling, Regina A	99.2 KB
	DI-1873_Private Rental Market Housi...	September 26, 2016	Wendling, Regina A	118 KB
	DI-1879_Housing Occupancy or Vaca...	September 26, 2016	Wendling, Regina A	52.3 KB
	DI-1886_Small and Disadvantaged Bu...	September 4	Wendling, Regina A	334 KB
	DI-1892_Complaint of Discrimination...	September 26, 2016	Wendling, Regina A	79.2 KB
	DI-1898_Justification for the Use of N...	September 26, 2016	Wendling, Regina A	16.0 KB
	DI-1912_Request for Waiver of Preap...	September 26, 2016	Wendling, Regina A	21.2 KB



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	DI-1892_Complaint of Discrimination...	September 26, 2016	Wendling, Regina A	79.2 KB		
	DI-1898_Justification for the Use of N...	September 26, 2016	Wendling, Regina A	16.0 KB		
	DI-1912_Request for Waiver of Preap...	September 26, 2016	Wendling, Regina A	21.2 KB		
	DI-1913_Personnel Security Action Re...	September 26, 2016	Wendling, Regina A	14.7 KB		
	DI-1914_Foreign Residence.pdf	September 26, 2016	Wendling, Regina A	11.4 KB		
	DI-1941_Documentation of Temporar...	March 13	Wendling, Regina A	1.22 MB		
	DI-1957B_Procurement Integrity Certi...	September 26, 2016	Wendling, Regina A	538 KB		
	DI-1958_Authorization for Free Atten...	August 10	Wendling, Regina A	383 KB		
	DI-1973_Time-Off Award.pdf	September 26, 2016	Wendling, Regina A	84.5 KB		
	DI-1990_Preappointment Background...	September 26, 2016	Wendling, Regina A	34.5 KB		
	DI-1991 Permit 2018 Final.docx	September 12, 2018	Wendling, Regina A	294 KB		
	DI-2000_Authorization for Acceptanc...	August 10	Wendling, Regina A	471 KB		
	DI-2002_Senior Professionals_SL or S...	September 26, 2016	Wendling, Regina A	119 KB		
	DI-2005_Request for DOI Personal Ide...	August 9, 2017	Wendling, Regina A	21.3 KB		
	DI-2011_SES Performance Agreement...	September 26, 2016	Wendling, Regina A	82.5 KB		
	DI-2015_Public Transportation Subsid...	September 26, 2016	Wendling, Regina A	689 KB		
	DI-227_Requisition and Distribution S...	September 26, 2016	Wendling, Regina A	12.3 KB		



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	DI-2011_SES Performance Agreement...	September 26, 2016	Wendling, Regina A	82.5 KB
	DI-2015_Public Transportation Subsid...	September 26, 2016	Wendling, Regina A	689 KB
	DI-227_Requisition and Distribution S...	September 26, 2016	Wendling, Regina A	12.3 KB
	DI-228_Clearance Record.pdf	September 26, 2016	Wendling, Regina A	18.0 KB
	DI-278_Confidential Supplement to t...	September 26, 2016	Wendling, Regina A	64.1 KB
	DI-3100_Employee Performance Appr...	November 4, 2019	Wendling, Regina A	41.5 KB
	DI-3100S_Supervisory Employee Perf...	November 4, 2019	Wendling, Regina A	45.7 KB
	DI-3310_Copy Work Obtained From A...	August 9, 2017	Wendling, Regina A	19.6 KB
	DI-3320_Notice of Potential Hazard in...	August 9, 2017	Wendling, Regina A	241 KB
	DI-3452_Situation Report.pdf	September 26, 2016	Wendling, Regina A	451 KB
	DI-3453_SPOT Report.pdf	September 26, 2016	Wendling, Regina A	341 KB
	DI-3455_Request to Move Records an...	September 26, 2016	Wendling, Regina A	83.8 KB
	DI-3457_Telework Agreement.pdf	February 27, 2017	Asselin, Audrey M	120 KB
	DI-3460_Regulatory Action Alert_Mar...	August 9, 2017	Wendling, Regina A	18.9 KB
	DI-3680_Donor Certification.docx	November 4, 2019	Wendling, Regina A	34.3 KB
	DI-3680_Donor Certification.pdf	November 4, 2019	Wendling, Regina A	380 KB
	DI-370_Approval of Expert or Consult...	September 26, 2016	Wendling, Regina A	12.6 KB



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	DI-3680_Donor Certification.docx	November 4, 2019	Wendling, Regina A	34.3 KB
	DI-3680_Donor Certification.pdf	November 4, 2019	Wendling, Regina A	380 KB
	DI-370_Approval of Expert or Consult...	September 26, 2016	Wendling, Regina A	12.6 KB
	DI-3710_Disclosure Accounting.pdf	July 18, 2018	Wendling, Regina A	539 KB
	DI-381_Claim for Relocation Payment...	March 11, 2019	Wendling, Regina A	829 KB
	DI-382_Claim for Relocation Payment...	March 11, 2019	Wendling, Regina A	817 KB
	DI-398_Employee Suggestion Form.pdf	September 26, 2016	Wendling, Regina A	979 KB
	DI-4001_Privacy Impact Assessment F...	August 9, 2017	Wendling, Regina A	38.5 KB
	DI-4002_Rules of Behavior for Compu...	September 26, 2016	Wendling, Regina A	184 KB
	DI-4003_Enterprise eArchive System E...	June 25	Wendling, Regina A	863 KB
	DI-4008_System Access Request for e...	November 9, 2018	Wendling, Regina A	254 KB
	DI-4009_Privacy Breach Reporting.pdf	August 28, 2017	Wendling, Regina A	372 KB
	DI-4012 Privacy Threshold Analysis Fo...	September 18, 2018	Wendling, Regina A	46.9 KB
	DI-4013_Records Management Cleara...	April 13	Wendling, Regina A	174 KB
	DI-451_Recommendation and Approv...	September 28	Wendling, Regina A	273 KB
	DI-520_Activity Allotment Program.pdf	September 26, 2016	Wendling, Regina A	10.9 KB
	DI-521_Revision of Activity or Project ...	September 26, 2016	Wendling, Regina A	10.7 KB

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	DI-451_Recommendation and Approv...	September 28	Wendling, Regina A	273 KB
	DI-520_Activity Allotment Program.pdf	September 26, 2016	Wendling, Regina A	10.9 KB
	DI-521_Revision of Activity or Project ...	September 26, 2016	Wendling, Regina A	10.7 KB
	DI-535_Routing Slip.doc	December 13, 2019	Wendling, Regina A	102 KB
	DI-535_Routing Slip.pdf	September 26, 2016	Wendling, Regina A	107 KB
	DI-551_Audiovisual Authorization Re...	September 26, 2016	Wendling, Regina A	687 KB
	DI-552_Exhibit Production Authorizati...	September 26, 2016	Wendling, Regina A	39.6 KB
	DI-570_Employee Claim for Loss or D...	September 26, 2016	Wendling, Regina A	27.9 KB
	DI-6001_Inter- and Intra-Agency Trav...	September 26, 2016	Wendling, Regina A	65.5 KB
	DI-6002_Official Change of Duty Stati...	September 26, 2016	Wendling, Regina A	183 KB
	DI-6003_Alcoholic Beverage Authoriz...	December 29, 2017	Wendling, Regina A	1.08 MB
	DI-6003-Final (1).pdf	August 30, 2018	Wendling, Regina A	687 KB
	DI-625_Position Classification Amend...	September 26, 2016	Wendling, Regina A	8.13 KB
	DI-7010_Request for Approval to Eng...	August 10	Wendling, Regina A	259 KB
	DI-7600 Administrative Grievance For...	October 18, 2016	Wendling, Regina A	74.4 KB
	DO NOT USE - DI-1886 Small and Dis...	September 4	Wendling, Regina A	289 KB
	FWS 3-2331_Information Collection R...	September 26, 2016	Wendling, Regina A	52.8 KB



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	DI-6002_Official Change of Duty Stati...	September 26, 2016	Wendling, Regina A	183 KB
	DI-6003_Alcoholic Beverage Authoriz...	December 29, 2017	Wendling, Regina A	1.08 MB
	DI-6003-Final (1).pdf	August 30, 2018	Wendling, Regina A	687 KB
	DI-625_Position Classification Amend...	September 26, 2016	Wendling, Regina A	8.13 KB
	DI-7010_Request for Approval to Eng...	August 10	Wendling, Regina A	259 KB
	DI-7600 Administrative Grievance For...	October 18, 2016	Wendling, Regina A	74.4 KB
	DO NOT USE - DI-1886 Small and Dis...	September 4	Wendling, Regina A	289 KB
	FWS 3-2331_Information Collection R...	September 26, 2016	Wendling, Regina A	52.8 KB
	FWS 3-2331A_Information Collection ...	September 26, 2016	Wendling, Regina A	65.5 KB
	OCIO-5001_Credit Card Purchase and...	June 30	Wendling, Regina A	277 KB
	OCIO-5002_FedEx Shipping Label Req...	July 29	Wendling, Regina A	251 KB
	OS-112_Employee Exit Clearance.pdf	September 26, 2016	Wendling, Regina A	31.1 KB
	OS-2000_Private Rental Survey_Hous...	September 26, 2016	Wendling, Regina A	118 KB
	OS-2001_Private Rental Survey_Trailer...	September 26, 2016	Wendling, Regina A	34.1 KB