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Description of document: Drug Enforcement Administration (DEA) Freedom of Information Act (FOIA) Standard Operating Procedures (SOP), 2011

Requested date: 24-December-2010

Released date: 30-January-2012

Posted date: 30-January-2012

Source of document: Freedom of Information Operations Unit (SARO)
Drug Enforcement Administration
700 Army Navy Drive
Arlington, VA 22202

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U.S. Department of Justice
Drug Enforcement Administration
FOI/Records Management Section
8701 Morrissette Drive
Springfield, Virginia 22152

JAN 30 2012

Case Number: 11-00121-F

Subject: A COPY OF THE CONTENTS OF THE ADMINISTRATIVE PROCESSING/TRACKING FILE/FOLDER/NOTES, INCLUDING EMAILS, NOTES, MEMOS, LETTERS, CORRESPONDENCE, ETC. ASSOCIATED WITH THE TEN OLDEST PENDING FOIA REQUESTS

This letter responds to your Freedom of Information/Privacy Act (FOI/PA) request dated December 24, 2010, addressed to the Drug Enforcement Administration (DEA), Freedom of Information/Privacy Act Unit (SARF), seeking access to information regarding the above subject.

Enclosed is a copy of the Standard Operating Procedures (SOP), for DEA.

If you have any questions regarding this letter, you may contact FOI Specialist S. Miller on (202) 307-7629.

Sincerely,

A handwritten signature in blue ink that reads "Katherine Myrick".

Katherine L. Myrick, Chief
Freedom of Information/Privacy Act Unit
FOI/Records Management Section

Enclosures

FOIAXpress **Standard Operating Procedures for DEA**



v 6.4.x

Prepared Date:

February 2, 2011

Program Specialist

