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Description of document:	Office of Foreign Asset Control (OFAC) records discussing the performance of the FOIA program at OFAC 2010-2012
Requested date:	01-August-2012
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Posted date:	15-April-2013
Source of document:	Assistant Director Information Disclosure Division Office of Resource Management Office of Foreign Assets Control Disclosure Services (DO) Room 6204 Annex Department of the Treasury Washington, DC 20220

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DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220

FOIA No. 2012-08-113
OASIS No. GN-612489

DEC 4 2012

This is our first interim response to your August 1, 2012, Freedom of Information Act (FOIA), 5 U.S.C. § 552, request to the Department of the Treasury (Treasury), seeking a copy of Office of Foreign Asset Control (OFAC) memos or other documents since January 1, 2010 that discuss the performance of the FOIA program at OFAC, such as internal assessments or measurements or response time and backlog.

Please be aware that OFAC is experiencing a substantial backlog of FOIA requests that has adversely affected its response time.

A search of OFAC for documents responsive to your request produced a total of 137 pages of records. Of those pages, we have determined that 137 pages are releasable in part with redactions made pursuant to exemptions (b)(5), (b)(6), and (b)(7)(A) of the FOIA.

Provisions of the FOIA allow us to recover part of the cost of complying with your request. In this instance, no fees have been assessed.

You may appeal this decision and any subsequent decision, in writing, within 35 days after the date of our final decision to the Freedom of Information Act Appeal, Disclosure Services (DO), Department of the Treasury, Washington, DC 20220. The deciding official for OFAC appeals is the Director, Office of Foreign Assets Control. Please include with your letter of appeal a copy of this response letter. Please reference FOIA case number 2012-08-113 in all future correspondence.

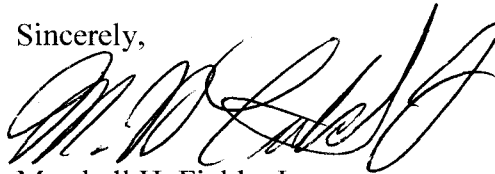
The Office of Government Information Services (OGIS) also mediates disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. If you are requesting access to your own records (which is considered a Privacy Act request), you should know that OGIS does not have the authority to handle requests made under the Privacy Act of 1974. If you wish to contact OGIS, you may email them at ogis@nara.gov or call 1-877-684-6448.

Copies of the FOIA and Treasury regulations are available at www.treasury.gov/foia.

Enclosed is an information sheet outlining your right to an administrative appeal, an Exemption Code Sheet identifying exemptions from disclosure under the FOIA, and 137 pages of records responsive to your request.

If you need to contact our office concerning this response, please contact our FOIA Requester Service Center at (202) 622-2500, option 3. Please refer to FOIA No. 2012-05-113.

Sincerely,

A handwritten signature in black ink, appearing to read "M. H. Fields, Jr.", written in a cursive style.

Marshall H. Fields, Jr.
Assistant Director, Information Disclosure
Office of Resource Management
Office of Foreign Assets Control

Enclosures:

1. Information Sheet on rights to Administrative Appeal
2. Exemption Code Sheet
3. Responsive records – 137 pages

ADMINISTRATIVE APPEAL

You may file an appeal with the Department of the Treasury when:

- Access to records has been denied in part or in whole;
- There has been an adverse determination of your requestor category;
- Your request for fee waiver or reduction has been denied;
- It has been determined that no responsive records exist; or
- Your request for expedited processing has been denied.

Your appeal, other than an appeal of a denial for expedited processing, must be submitted within 35 days after (1) the date of the initial determination, or (2) the date of the letter transmitting the last records released, whichever is later, except in the case of a denial of expedited processing. An appeal of a denial for expedited processing must be made within 10 days of the date of the initial determination to deny expedited processing. The appeal must be in writing, signed by you or your representative, and contain the following information:

- Your name and address;
- Date of your initial request;
- Date of the letter denying your request;
- Description of why you believe the initial determination was in error; and
- The FOIA/PA number assigned to your request.

Please mail your appeal to: Freedom of Information Act Appeal
Disclosure Services, DO
1500 Pennsylvania Ave., N.W.
Department of the Treasury
Washington, D.C. 20220

The deciding official on your appeal will be the Director, Office of Foreign Assets Control.

Director's FOIA Status Update Meeting
January 10, 2012
Agenda

I. Pending Cases

Pending Cases as of January 10, 2012	
FOIA overall: 69 cases backlog requests: 65	
Appeals 2 cases:	
2006-08-026A: Jeremy Bigwood: appeal of no records response (b)(5)	
(b)(5)	
2001-08-046A: Michael Myer: OFAC responded to this request in 2004, the requester appealed in 2004. (b)(5)	
Litigation 2 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Awaiting court action on summary judgment.	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

A. Other issues:

1. Blocked and rejected reports:

- a. Will process records in accordance with John's diagram
 - b. Will process records on a case by case bases through the submitter notice process with the expectation that required information can be released.
- Voluntary information will be withheld to the extent of the law.

2. Cautionary Letters:

(b)(5)

B. Sensitive Cases:

See sensitive case report

C. Ten Oldest Cases – report to Congress

Information Disclosure Office met to decide on how to best process the ten oldest cases for expedited completion.

Director's FOIA Status Meeting Agenda (continued)

- iii. Non classified scanned into unclass system; if related to classified scan into (b)(5)

c. Meeting to discuss:

1) Processes

- i. Who has been designated
- ii. What records should be referred and where
- iii. For classified records what are the reasons for continued classification, e.g. intell records or foreign gov information.

2) What is pending

5. DO/DS database issue:

Director's FOIA Status Update Meeting
February 02, 2012
Agenda

I. Pending Cases

Pending Cases as of February 02, 2012	
FOIA	overall: 70 cases backlog requests: 65
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2010-05-020A; Justin Elliott: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)	(b)(5)
2010-12-021A; Paul Donowitz: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)	(b)(5)
Litigation 2 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Awaiting court action on summary judgment.	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. Awaiting court action on summary judgment.	

II. Topics

A. Other issues:

1. Blocked and rejected reports:

- a. Will process records in accordance with John's diagram
 - b. Will process records on a case by case bases through the submitter notice process with the expectation that required information can be released.
- Voluntary information will be withheld to the extent of the law.

(b)(5)

2. Cautionary Letters:

(b)(5)
(b)(5)

B. Overall processing:

- 1. Current cases are difficult to get through because of S/N process and referral requirement.
- 2. Current cases are difficult to get through because we are getting a lot of pushback

(b)(5)

Cases rec'd since 01/01/2012 = 6 cases
Cases proc'd since 01/01/2012 = 8 cases

C. Appeals

Director's FOIA Status Update Meeting
February 28, 2012
Agenda

I. Pending Cases

Pending Cases as of February 28, 2012

FOIA overall: 72 cases backlog requests: 69

Appeals pending 2 cases:

2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)

(b)(5)

2010-12-021A: Paul Donowitz: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)

(b)(5)

Appeals processed

2010-05-020A: Appeal denied, OFAC decision affirmed. Justin Elliott: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)

2011-08-207A: Appeal denied, OFAC decision affirmed. Jonas Mueller-Towe: Appeal of OFAC decision to withhold all documents pursuant to exemption (b)(3): Kingpin statute

2001-08-046A: Appeal of full denial of records in 2004 and application of exemption (b)(4).

(b)(5)

Litigation pending 1 cases

2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; Awaiting court action on summary judgment.

Litigation completed 1 cases

2008-12-035L: Robert F. Hoyt (Trujillo) Court judgment entered for defendants.

II. Topics

A. Processing of draft documents:

1. Records must be processed on a case by case bases.
2. Determine if some information in records can be release and segregate.
3. Redact deliberative information.
4. Contact SME to determine if redacted deliberative information can be released as a matter of discretion.
5. SME must provide written justification to continue to withhold redacted information.
6. If discretionary release made, annotate discretionary release in release to requester and in file to later report to DOJ and annual report.

(b)(5)

C. Personnel Issues:

1. Interviewing with Contractor company for experienced Contract FOIA Analyst.

Director's FOIA Status Meeting Agenda (continued)

2. Passed revised PD for Senior FOIA Analyst and questions for announcement to HR. Hope to have position announced by next week.

Director's FOIA Status Update Meeting
April 26, 2012
Agenda

I. Pending Cases

Pending Cases as of April 26, 2012	
FOIA overall: 82 cases backlog requests: 79	
Appeals pending 2 cases:	
2006-08-026A: Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2010-12-021A: Paul Donowitz: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)	(b)(5)
Appeals processed	
2010-05-020A: Appeal denied, OFAC decision affirmed. Justin Elliott: Appeal of our denial of records pursuant to (b)(7)(A) (b)(5)	(b)(5)
2011-08-207A: Appeal denied, OFAC decision affirmed. Jonas Mueller-Towe: Appeal of OFAC decision to withhold all documents pursuant to exemption (b)(3): Kingpin statute	
2001-08-046A: Appeal of full denial of records in 2004 and application of exemption (b)(4).	(b)(5)
Litigation pending 1 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Awaiting court action on summary judgment.	

II. Topics

A. Increasing backlog: Result of:

1. Complexity of case. 40% S/N; 25% referral to other agencies
2. Processing issues. (b)(5) draft documents and (b)(4) confidential business info
3. Increased requests from the public.
01/01/12-04/26/12 (43); 2011 (27); 2012 (13)
4. Staffing (b)(5)
5. Slowness and/or failure of components to provide responsive records, various issues: (b)(5)
6. Division not providing all of the records (attachments to emails and memos)
7. Divisions not searching emails where they are part of a review of a topic
8. Still working with (b)(5) on FOIA process

B. Reduction strategy

1. Hiring SFR
2. Hiring additional analyst and admin for database project
3. Working with IT to improve database functionality
4. Working with divisions to obtain records
5. Purchasing RedactXpress to shorten redaction (processing) time

Director's FOIA Status Update Meeting
June 1, 2012
Agenda

I. Pending Cases

Pending Cases as of June 1, 2012	
FOIA overall: 70 cases backlog requests: 68	
Appeals pending 1 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response(b)(5)	
(b)(5)	
Litigation pending 1 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Awaiting court action on summary judgment.	
FOIA cases received between 05/01/2012 – 05/31/2012: 11	
FOIA cases processed between 05/01/2012 – 05/31/2012: 21	

II. Topics

A: FOIA Statistics:

Stats: Annual

Cht	Period	Cases
3		Rec'd
1	10/01/00-09/30/01	59
2	10/01/01-09/30/02	71
3	10/01/02-09/30/03	54
4	10/01/03-09/30/04	55
5	10/01/04-09/30/05	54
6	10/01/05-09/30/06	66
7	10/01/06-09/30/07	57
8	10/01/07-09/30/08	89
9	10/01/08-09/30/09	92
10	10/01/09-09/30/10	69
11	10/01/10-09/30/11	87
12	10/01/11-05/17/12	57

Cht	Period	Cases
4		Pro'ed
1	10/01/00-09/30/01	20
2	10/01/01-09/30/02	30
3	10/01/02-09/30/03	35
4	10/01/03-09/30/04	81
5	10/01/04-09/30/05	49
6	10/01/05-09/30/06	46
7	10/01/06-09/30/07	25
8	10/01/07-09/30/08	74
9	10/01/08-09/30/09	167
10	10/01/09-09/30/10	106
11	10/01/10-09/30/11	145
12	10/01/11-05/17/12	52

Average # case received past 11 years (10/01/00 – 09/30/11) = 68 cases

Average # case processed past 11 years (10/01/00 – 09/30/11) = 56 cases

Average # case received past 4 years (10/01/06 – 09/30/11) = 79 cases

Average # case processed past 4 years (10/01/06 – 09/30/11) = 103 cases

Director's FOIA Status Meeting Agenda (continued)

Monthly (FY 2012)

Month	Received
10/11	9
11/11	2
12/11	7
01/12	7
02/12	10
03/12	11
04/12	6
05/12	11
Avg FY 2012	7

Month	Processed
10/11	7
11/11	7
12/11	7
01/12	7
02/12	9
03/12	3
04/12	6
05/12	21
Avg FY 2012	7

Monthly (FY 2011)

Month	Received
10/10	8
11/10	3
12/10	9
01/11	12
02/11	8
03/11	2
04/11	5
05/11	6
Avg FY 2012	7

Month	Processed
10/10	4
11/10	4
12/10	6
01/11	24
02/11	13
03/11	23
04/11	19
05/11	12
Avg FY 2012	13

B: FOIA Projections:

Received (June – Sept 2012) $7 \times 4 = 28$ (assuming avg.)

Processed (June – Sept 2012) $7 \times 4 = 28$ (assuming avg.)

(b)(5)

C. Sensitive cases: See sensitive case report

D. Reduction strategy (continued)

1. Hiring SFR
2. Hiring additional analyst and admin for database project
3. Working with IT to improve database functionality
4. Working with divisions to obtain records
5. Purchasing RedactXpress to shorten redaction (processing) time

E. Submitter notice process

30% of OFAC cases are processed through the SN process

Case 2010-03-086 Stecklow: 186 SN to process 1 document of 10 pages

Case 2005-06-037 Anderson: 150 SN to process 1 document of 247 pages

Director's FOIA Status Update Meeting
July 3, 2012
Agenda

I. Pending Cases

Pending Cases as of July 3, 2012	
FOIA overall: 67 cases backlog requests: 68	
Appeals pending 2 cases:	
2006-08-026A; Jeremy Biowood; appeal of no records response; (b)(5)	
(b)(5)	
2010-06-087; Scott Tarbutton; appeal of no records response; (b)(5)	
(b)(5)	
Litigation pending 1 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Court action on summary judgment denied in part and affirmed in part. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C). Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision.	
FOIA cases received between 06/01/2012 – 06/30/2012: 4	
FOIA cases processed between 06/01/2012 – 05/30/2012: 5	

II. Topics

A. Stats

Month	Received
11-Oct	9
11-Nov	2
11-Dec	7
12-Jan	7
12-Feb	10
12-Mar	11
12-Apr	6
12-May	11
12-Jun	4
Avg FY 2012	7

Month	Processed
11-Oct	7
11-Nov	7
11-Dec	7
12-Jan	7
12-Feb	9
12-Mar	3
12-Apr	6
12-May	21
12-Jun	5
Avg FY 2012	8

B. Appeals: FOIA appeals to be handled by Chief Counsel's office with Director, OFAC as appellant authority.

C. Court Opinion in FOIA litigation case 2007-11-063L

Director's FOIA Status Meeting Agenda (continued)

1. Court action on summary judgment denied in part and affirmed in part.
2. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C).
3. Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification.
4. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision.
5. Working with Counsel (b)(6) on response to court order: reprocessing records; new Vaughn Index; new declaration by July 17, 2012.

Effect:

(b)(5)

D. Training: Thursday, July 5, 2012, FOIA Office closed as we receive training in Gaithersburg, MD on RedactXpress. RedactXpress installed on all analyst's stations.

E. Staffing: Short a Senior FOIA Reviewer. Should be onboard by the end of the month. Currently short a FOIA Admin due to a medical condition. Working around this shortage. One Contract FOIA Analyst (b)(6) out on maternity leave, and should be back by the end of the month.

Director's FOIA Status Update Meeting
July 10, 2012
Agenda

I. Pending Cases

Pending Cases as of July 10, 2012	
FOIA overall: 65 cases backlog requests: 63	
Appeals pending 2 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2010-06-087; Scott Tarbutton; appeal of no records response; (b)(5)	
(b)(5)	
Litigation pending 1 cases	
2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; Court action on summary judgment denied in part and affirmed in part. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C). Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision.	
FOIA cases received between 06/01/2012 – 06/30/2012: 4	
FOIA cases processed between 06/01/2012 – 05/30/2012: 5	

II. Topics

A. Stats

Month	Received
11-Oct	9
11-Nov	2
11-Dec	7
12-Jan	7
12-Feb	10
12-Mar	11
12-Apr	6
12-May	11
12-Jun	4
Avg FY 2012	7

Month	Processed
11-Oct	7
11-Nov	7
11-Dec	7
12-Jan	7
12-Feb	9
12-Mar	3
12-Apr	6
12-May	21
12-Jun	5
Avg FY 2012	8

B. Appeals: FOIA appeals to be handled by Chief Counsel's office with Director, OFAC as appellant authority.

C. Court Opinion in FOIA litigation case 2007-11-063L

1. Court action on summary judgment denied in part and affirmed in part.
2. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C).
3. Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification.
4. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision.
5. Working with Counsel (b)(6) on response to court order: reprocessing records; new Vaughn Index; new declaration by July 17, 2012. Seeking extension through AUSA.

Effect:

(b)(5)

D. Training: Thursday, July 5, 2012, FOIA Office was closed we received training in Gaithersburg, MD on RedactXpress. RedactXpress installed on all analyst's stations.

E. Staffing: Short a Senior FOIA Reviewer. Should be onboard July 30, 2012. Currently short a FOIA Admin due to a medical condition. Working around this shortage. One Contract FOIA Analyst (b)(6) out on maternity leave, and should be back by the end of the month.

Director's FOIA Status Update Meeting
July 17, 2012
Agenda

I. Pending Cases

Pending Cases as of July 17, 2012

FOIA overall: 67 cases backlog requests: 65

Appeals pending 2 cases:

2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)

(b)(5)

2010-06-087; Scott Tarbutton; appeal of no records response; (b)(5)

(b)(5)

Litigation pending 1 cases

2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; Court action on summary judgment denied in part and affirmed in part. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C). Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision.

FOIA cases received between 06/01/2012 – 06/30/2012: 4

FOIA cases processed between 06/01/2012 – 05/30/2012: 5

II. Topics

A. Stats

Month	Received
11-Oct	9
11-Nov	2
11-Dec	7
12-Jan	7
12-Feb	10
12-Mar	11
12-Apr	6
12-May	11
12-Jun	4
Avg FY 2012	7

Month	Processed
11-Oct	7
11-Nov	7
11-Dec	7
12-Jan	7
12-Feb	9
12-Mar	3
12-Apr	6
12-May	21
12-Jun	5
Avg FY 2012	8

B. ASM report: set OFAC end of FY2012 target at 30 cases pending in backlog.

Suggested modified target: 60 cases

(b)(5)

Director's FOIA Status Update Meeting
July 31, 2012
Agenda

I. Pending Cases

Pending Cases as of July 31, 2012	
FOIA overall: 67 cases backlog requests: 64	
Appeals pending 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2010-06-087; Scott Tarbutton; appeal of no records response; (b)(5)	
(b)(5)	
2011-12-163 (Swift): this is an appeal received 07/30/2012 and appeals OFAC's search of its records, essentially.	
Litigation pending 1 cases	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Court action on summary judgment denied in part and affirmed in part. Affirmed OFAC use of exemptions (b)(4), (b)(5), (b)(6) and (b)(7)(C). Court affirmed OFAC's use of (b)(7)(D) and (b)(7)(E) but remanded back for further justification. Court also ordered further segregability justification for (b)(7)(E) and ordered removal of exemption (b)(2) in line with the recent Supreme Court Milner decision. Processing revised response to the requester, updated Vaughn Index and declaration.	
FOIA cases received between 06/01/2012 – 06/30/2012: 4	
FOIA cases processed between 06/01/2012 – 05/30/2012: 5	

II. Topics

A. Stats

Month	Received
11-Oct	9
11-Nov	2
11-Dec	7
12-Jan	7
12-Feb	10
12-Mar	11
12-Apr	6
12-May	11
12-Jun	4
12-Jul	4
Avg FY 2012	7

Month	Processed
11-Oct	7
11-Nov	7
11-Dec	7
12-Jan	7
12-Feb	9
12-Mar	3
12-Apr	6
12-May	21
12-Jun	5
12-Jul	7
Avg FY 2012	8

Director's FOIA Status Meeting Agenda (continued)

B. Appeals: No longer being processed by TFFC but being processed by OFAC.

C. Meeting with Acting Assistant Secretary for Management at 1:30 tomorrow to discuss the ten oldest cases.

D. Sensitive cases:

(b)(5)

Director's FOIA Status Update Meeting
March 16, 2010
Agenda

Persons Present:

I. Pending Cases

Pending Cases as of March 16, 2010	
FOIA	overall: 155 cases backlog requests: 148
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; remanded; in Marshall's office	
2008-05-015A; James Kreindler; in review in (b)(5)	
2009-07-074A; Frank Brady; chess master (b)(6) request	
Litigation 4 cases	
Case	
2005-08-044L; LCCR working our 4 th interim response (b)(5)	
(b)(5)	
2007-11-063L; Herrick; awaiting response from court	
2008-01-025L; NYT; 2 nd release due 23 Oct 2009	
2008-01-038; Noah Wood; Answer due 12/14/2009	

III. Issues

1. Litigation & Sensitive cases and processing time.
 - a. All analysts working on litigation or sensitive cases.

(b)(5)

(b)(5)

2. Contractors:

(b)(5)

3. Attorney Fees:

- a. Need to prepare budget to provide for attorney fees
- b. Estimate of attorney fees in future hard to estimate

(b)(5)

4. DID FOIA Processing:

- a. Working thru cases
- b. Brought personnel onboard to scan DID cases
- c. Recommend:

(b)(5)

Director's FOIA Status Update Meeting
April 12, 2010
Agenda

Persons Present:

I. Pending Cases

Pending Cases as of April 12, 2010	
FOIA	overall: 155 cases backlog requests: 148
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; remanded; in Marshall's office	
2008-05-015A; James Kreindler; in review in (b)(5)	
2009-07-074A; Frank Brady; chess master (b)(6) request	
Litigation 5 cases	
<u>Case</u>	
2005-08-044L; (b)(5) working our 4 th interim response (b)(5)	
2007-11-063L; Herrick; awaiting response from court	
2008-01-025L; NYT; 2 nd release due 23 Oct 2009	
2008-01-038; Noah Wood: Answer due 12/14/2009	
2008-09-059; Feinman Todd: Processing litigation documents and final supplemental release	

III. Issues

1. Litigation & Sensitive cases and processing time.



(b)(5)

2. Contractors:

(b)(5)

3. Attorney Fees:

- a. Need to prepare budget to provide for attorney fees
- b. Estimate of attorney fees in future hard to estimate

(b)(5)

4. DID FOIA Processing:

- a. Working thru cases
- b. Brought personnel onboard to scan DID cases
- c. Recommend:

(b)(5)

Director's FOIA Status Update Meeting
June 24, 2010
Agenda

I. Pending Cases

Pending Cases as of April 12, 2010	
FOIA	overall: 140 cases backlog requests: 138
Appeals 2 cases:	
2006-08-026A; Jeremy Bigwood; remanded; in Marshall's office	
2007-11-003A; Alexenia Dimitrova, appeal of requester category	
Litigation 6 cases	
Case	
2005-08-044L	(b)(5) working our 4 th interim response (b)(5)
2007-11-063L; Herrick; awaiting response from court	
2008-01-025L; NYT; 2 nd release due 23 Oct 2009	
2008-01-038; Noah Wood: Answer due 12/14/2009	
2008-09-059; Feinman Todd: Processing litigation documents and final supplemental release	
2009-04-108L; Herrick; processing response due 06/30/2010	

II. Topics

1. FOIA Directive:

2. FOIA Training:

- a. 3 classes conducted (106 attendees overall)
- b. Results of survey conducted for the last 2 classes in.
- c. Attendance roster and surveys will be emailed to Assistant Dir and above.

3. Contractors:

(b)(5)

4. OGT FOIA Processes:

- a. Who is POC?
- b. Policy for processing SCI, classified and unclassified records
 - 1) Recommend

(b)(5)

(b)(5)

c. Meeting to discuss:

1) Processes

(b)(5)

2) What is pending

5. DO/DS database issue:

Director's FOIA Status Update Meeting
August 3, 2010
Agenda

I. Pending Cases

Pending Cases as of August 03, 2010	
FOIA	overall: 140 cases backlog requests: 130
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2007-11-003A; Alexenia Dimitrova, appeal of requester category	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	
(b)(6)	appeal of denial of expedited process
Litigation	5 cases
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5) working our 13th interim response (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; (b)(5)	
(b)(5)	
2008-01-038; Noah Wood; Request for records related to PCLS (b)(5)	
(b)(5)	
2009-04-108L; Herrick; Request for records on designation of James Osorio; (b)(5)	
(b)(5)	

NOTE: tomorrow will close: case 2009-04-108; 2009-03-066;

II. Topics

1. FOIA Directive: Final review complete. How does Adam want to distribute?

2. Personnel Issues:

a. Current strategy for personnel:

1) Piggy back on OFS contract: Met with vender for OFS contract (b)(5)

2) Obtain 2 year Term employees: PD submitter to HR for processing to BPD.

Questions for announcement in to HR also

3) Continue procurement of new contract: Currently have responses to RFP and conducting review of 10 submissions through end of week.

Page 1 of 2

- 4) Keep current FTE levels
 - b. Shortage thru August 2010
 - 1) Lost 1 contract analyst, will not be replaced. Another analyst has received an offer. May lose others by Sept 2010
 - 2) One FTE on vacation thru August 17, 2010
 - 3) One FTE (admin) out for surgery thru August 19, 2010
 - 4) Moved Contract Analyst to fill admin slot thru August 2010
 - c. Senior Analyst retiring October 2010: replacing with a Senior Reviewer
3. Search Requests: Pending
4. Some sensitive cases pending:

(b)(5)

Director's FOIA Status Update Meeting
September 2, 2010
Agenda

I. Pending Cases

Pending Cases as of September 02, 2010	
FOIA	overall: 130 cases backlog requests: 119
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response;	(b)(5)
2007-11-003A; Alexenia Dimitrova, appeal of requester category	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	
	appeal of denial of expedited process
2010-04-032A; Theimer (AP) request for records related to licensing of particle accelerator to Iran	
Litigation 5 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5) working our 13th interim response (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; (b)(5)	
2008-01-038; Noah Wood: Request for records related to PCLS; (b)(5)	
2009-04-108L; Herrick; Request for records on designation of James Osorio; (b)(5)	

II. Topics

1. FOIA Directive: Final review complete. How does Adam want to distribute?
2. Personnel Issues:
 - a. Current strategy for personnel:
 - 1) Obtain 2 year Term employees: I have cert and am going through it.
 - 2) Continue procurement of new contract: Contract may be awarded this week.
 - 3) Keep current FTE levels
 - b. Shortage thru September 2010

1) Lost 2 contract analysts, will not be replaced. Another analyst has received an offer.

c. Senior Analyst retiring October 2010: replacing with a Senior Reviewer

3. Search Requests: Pending

4. Some sensitive cases pending:

(b)(5)

Director's FOIA Status Update Meeting
September 14, 2010
Agenda

I. Pending Cases

Pending Cases as of September 14, 2010	
FOIA	overall: 130 cases backlog requests: 119
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2010-04-032A; Karen Kaiser,	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	appeal of denial of expedited process
2010-04-032A; Theimer (AP) request for records related to licensing of particle accelerator to Iran	
Litigation 5 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5) working our 13th interim response (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; (b)(5)	(b)(5)
2008-01-038; Noah Wood: Request for records related to PCLS; (b)(5)	
2009-04-108L; Herrick; Request for records on designation of James Osorio; (b)(5)	(b)(5)

II. Topics

1. FOIA Memorandum:

2. Personnel Issues:

a. Current strategy for personnel:

- 1) Obtain 2 year Term employees: I have cert and am going through it.
- 2) Continue procurement of new contract: Contract may be awarded this week.
- 3) Keep current FTE levels

b. Shortage thru September 2010

1) Lost 2 contract analysts, will not be replaced. Another analyst has received an offer.

c. Senior Analyst retiring October 2010: replacing with a Senior Reviewer

3. Search Requests: Pending

4. Sensitive Cases: pending:

(b)(65)

5. Electronic Reviews: It is important the we record historically important aspects of each case such as Counsel reviews and division reviews. Paper stickies fall off and generally cannot be scanned. Hand written notes sometimes are difficult to read. These records provide important explanations for how and why certain cases are processed the way they are. I request that:

A. Counsel give greater consideration to electronic review of FOIA cases. This will assist in appeal and litigation reviews.

B. Divisions provide records electronically wherever possible.

C. Division use electronic comments and/or electronic stickies to document division review of cases.

Director's FOIA Status Update Meeting
September 22, 2010
Agenda

I. Pending Cases

Pending Cases as of September 22, 2010	
FOIA	overall: 130 cases backlog requests: 119
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2010-04-032A; Karen Kaiser,	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	
(b)(6) appeal of denial of expedited process	
2010-04-032A; Theimer (AP) request for records related to licensing of particle accelerator to Iran	
Litigation	5 cases
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5) working our 13th interim response (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; (b)(5)	
(b)(5)	
2008-01-038; Noah Wood: Request for records related to PCLS; (b)(5)	
(b)(5)	
2009-04-108L; Herrick; Request for records on designation of James Osorio; (b)(5)	
(b)(5)	

II. Topics

1. FOIA Memorandum:

2. Personnel Issues:

a. Current strategy for personnel:

- 1) Obtain 2 year Term employees: All three term FTEs identified.
- 2) Continue procurement of new contract: All four contractor's aboard.
- 3) Keep current FTE levels

b. Shortage thru October 2010

c. Senior Analyst retiring October 2010: replacing with a Senior Reviewer

3. Search Requests: Pending

4. Sensitive Cases: pending:



5. Electronic Reviews: It is important the we record historically important aspects of each case such as Counsel reviews and division reviews. Paper stickies fall off and generally cannot be scanned. Hand written notes sometimes are difficult to read. These records provide important explanations for how and why certain cases are processed the way they are. I request that:

A. Counsel give greater consideration to electronic review of FOIA cases. This will assist in appeal and litigation reviews.

B. Divisions provide records electronically wherever possible.

C. Division use electronic comments and/or electronic stickies to document division review of cases.

6. Appeals: Process in OFAC or in TFI as is currently being done.

Director's FOIA Status Update Meeting
October 18, 2010
Agenda

I. Pending Cases

Pending Cases as of October 18, 2010

NOTE: There has been an increase in initial FOIA request over the past several months which has caused a slowdown in the reduction rate. We are working to overcome it in the face of litigation.

FOIA overall: 131 cases backlog requests: 121

Appeals 4 cases:

2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)

(b)(5)

2010-04-032A; Karen Kaiser,

2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees

2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.

2010-03-046A; Request for related to (b)(6)

; appeal of denial of expedited process

2010-04-032A; Theimer (AP) request for records related to licensing of particle accelerator to Iran. Appeal processed by TFI.

Litigation 6 cases

2005-08-044L; Request related to name matches to OFAC SDN list; 16th partial interim response (b)(5)

2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; awaiting response from court

2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against use of (b)(6) in the redaction of the names of the licensees (b)(5)

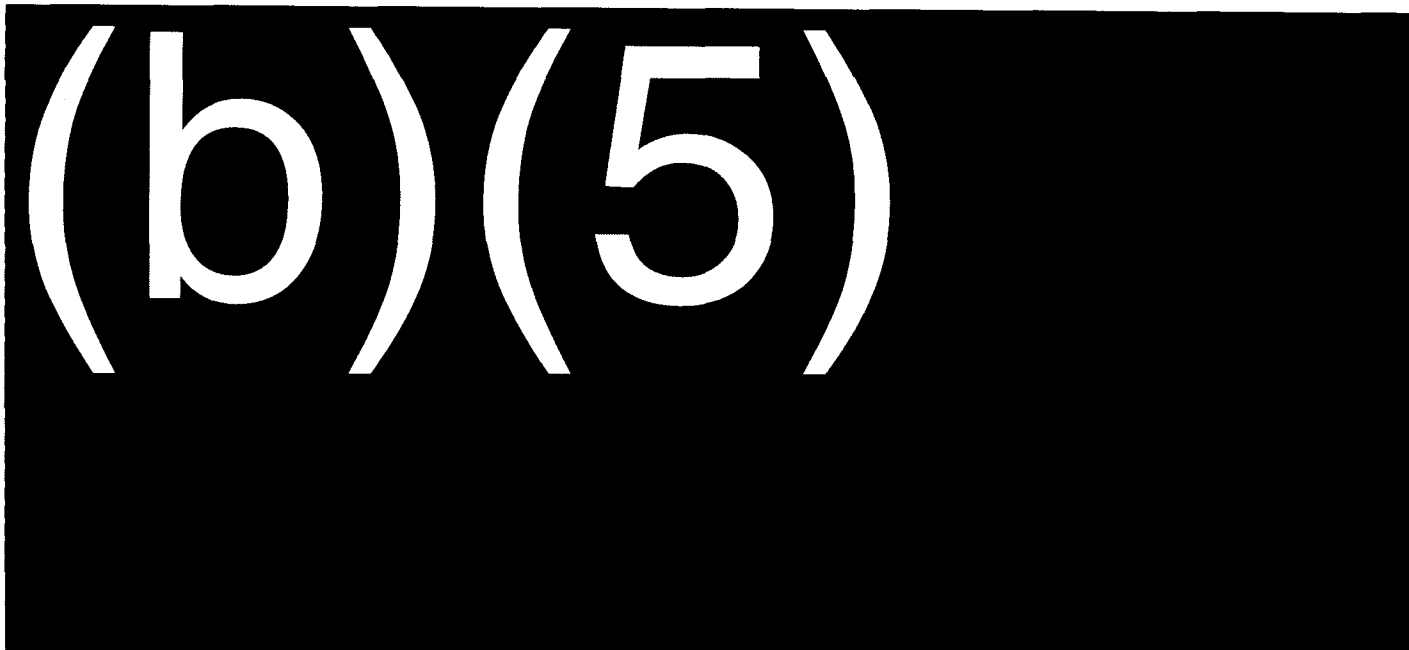
2008-01-038; Noah Wood; Request for records related to PCLS; final response sent to DOJ and requester. (b)(5)

2009-04-108L; Herrick; Request for records on designation of James Osorio; case complete as of 07/30/2010. Finalizing attorney fee issue.

2008-12-035L; Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)

II. Topics

1. Sensitive cases:



2. FOIA Memorandum: Pending review by General Counsel.

3. Personnel Issues:

a. Training absence: I will be away at training from 10/24/2010 until 11/22/2010: In my absence:

- 1) Initial review of release will be conducted by (b)(6)
- 2) QA & final review will be conducted by (b)(6)
- 3) Signatory will be John Battle

b. Available personnel:

- 1) All FTEs on board
- 2) Two of the 3 term FTEs slated to start 10/25/2010; Selecting a replacement term FTE for 3rd selectee.
- 3) Three of the contract positions filled. Working with Contract company to fill 4th Contract FOIA Analyst position that will be vacated by (b)(6) when she moves into term FTE slot 10/25/2010.
- 4) Announcement not out for (b)(6) replacement. Hopefully it will be out this week. The plan is to have a panel selection for the position with John Battle (b)(6) (b)(6) and (b)(6) as the members.

4. Search Requests: Pending

5. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

6. Appeals: Process in OFAC or in TFI as is currently being done.

Director's FOIA Status Update Meeting
November 30, 2010
Agenda

I. Pending Cases

Pending Cases as of November 30, 2010	
FOIA	overall: 136 cases backlog requests: 126
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2006-02-053A; Michael Elsner,	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	(b)(6)
(b)(5)	; appeal of denial of expedited process. (b)(5)
Litigation	5 cases
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	(b)(5)
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	(b)(5)
2008-01-038; Noah Wood; Request for records related to PCLS; final response sent to DOJ and requester. (b)(5)	(b)(5)
2008-12-035L; Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	(b)(5)

II. Topics

1. Sensitive cases:

(b)(5)

(b)(5)

2. FOIA Memorandum: Review completed by Counsel. Ready for final review and signature by Director.

3. Commerce Licensing FOIA Statute: 50 U.S.C. § 2411(c), Export Administration Act of 1979 § 12 (c). Enacted in 1979.

4. Projections:

To obtain "0" cases in 24 months (December 2012): reduce backlog by net 6 cases/month.

To obtain 50 cases backlog in 24 months (December 2012): reduce backlog by net 4 cases/month.

Strategy: contact agencies to determine if they have FOIA analysts they are willing to send to OFAC TAD (TDY) for a period of time to help OFAC reduce its backlog.

Period: 6 months at a time

Requirements: need space and equipment

May have to pay for personnel for the time that they are here at OFAC.

5. Personnel Issues:

Available personnel:

- 1) All FTEs on board
- 2) Two of the 3 term FTEs on board, 3rd FTE due December 6, 2010.
- 3) Three of the contract positions filled. Working with Contract company to fill 4th
- 4) Going thru "cert" for FOIA reviewer position.

5. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

6. Appeals: Process in OFAC or in TFI as is currently being done.

50 U.S.C. § 2411(c), Export Administration Act of 1979 § 12 (c). Enacted in 1979

(c) Confidentiality

(1) Except as otherwise provided by the third sentence of section 8 (b)(2) [section 2407 (b)(2) of this Appendix] and by section 11(c)(2)(C) of this Act [section 2410 (c)(2)(C) of this Appendix], information obtained under this Act [sections 2401 to 2420 of this Appendix] on or before June 30, 1980, which is deemed confidential, including Shippers' Export Declarations, or with reference to which a request for confidential treatment is made by the person furnishing such information, shall be exempt from disclosure under section 552 of title 5, United States Code, and such information shall not be published or disclosed unless the Secretary determines that the withholding thereof is contrary to the national interest. Information obtained under this Act [sections 2401 to 2420 of this Appendix] after June 30, 1980, may be withheld only to the extent permitted by statute, except that information obtained for the purpose of consideration of, or concerning, license applications under this Act [sections 2401 to 2420 of this Appendix] shall be withheld from public disclosure unless the release of such information is determined by the Secretary to be in the national interest. Enactment of this subsection shall not affect any judicial proceeding commenced under section 552 of title 5, United States Code, to obtain access to boycott reports submitted prior to October 31, 1976, which was pending on May 15, 1979; but such proceeding shall be continued as if this Act [sections 2401 to 2420 of this Appendix] had not been enacted.

(2) Nothing in this Act [sections 2401 to 2420 of this Appendix] shall be construed as authorizing the withholding of information from the Congress or from the Government Accountability Office. All information obtained at any time under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports, including any report or license application required under this Act [sections 2401 to 2420 of this Appendix], shall be made available to any committee or subcommittee of Congress of appropriate jurisdiction upon request of the chairman or ranking minority member of such committee or subcommittee. No such committee or subcommittee, or member thereof, shall disclose any information obtained under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports which is submitted on a confidential basis unless the full committee determines that the withholding of that information is contrary to the national interest.

Notwithstanding paragraph (1) of this subsection, information referred to in the second sentence of this paragraph shall, consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities, as determined by the agency that originally obtained the information, and consistent with the provisions of section 313 of the Budget and Accounting Act 1921 [31 U.S.C. 716], be made available only by that agency, upon request, to the Comptroller General of the United States or to any officer or employee of the Government Accountability Office who is authorized by the Comptroller

General to have access to such information. No officer or employee of the Government Accountability Office shall disclose, except to the Congress in accordance with this paragraph, any such information which is submitted on a confidential basis and from which any individual can be identified.

(3) Any department or agency which obtains information which is relevant to the enforcement of this Act [sections 2401 to 2420 of this Appendix], including information pertaining to any investigation, shall furnish such information to each department or agency with enforcement responsibilities under this Act [sections 2401 to 2420 of this Appendix] to the extent consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities. The provisions of this paragraph shall not apply to information subject to the restrictions set forth in section 9 of title 13, United States Code; and return information, as defined in subsection (b) of section 6103 of the Internal Revenue Code of 1986 [26 U.S.C. 6103 (b)], may be disclosed only as authorized by such section. The Secretary and the Commissioner of Customs, upon request, shall exchange any licensing and enforcement information with each other which is necessary to facilitate enforcement efforts and effective license decisions. The Secretary, the Attorney General, and the Commissioner of Customs shall consult on a continuing basis with one another and with the heads of other departments and agencies which obtain information subject to this paragraph, in order to facilitate the exchange of such information.

Director's FOIA Status Update Meeting
December 22, 2010
Agenda

I. Pending Cases

Pending Cases as of December 22, 2010	
FOIA	overall: 136 cases backlog requests: 126
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response (b)(5); (b)(5)	
2006-02-053A; Michael Elsner,	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6) appeal of denial of expedited process. (b)(5)	
Litigation	5 cases
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
2008-01-038; Noah Wood; Request for records related to PCLS; final response sent to DOJ and requester. (b)(5)	
2008-12-035L; Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. FOIA Memorandum: Review completed. Ready for signature by Director.

(b)(5)

(b)(5)

3. Update of Backlog Reduction Strategy:

- a. Restructure and augment FOIA staff:
 - 1) Restructured: Information Disclosure reorganized into 4 sections: administration; FTE Analysts; Term FTE Analysts and Contract Analysts. OFAC obtained the services of seasoned FOIA analysts.
Advantage: Reorganization allows for the orderly staff reduction as the backlog is reduced while maintain appropriate staffing to continue backlog reduction
 - 2) Augmented: Seasoned FOIA analyst hired.
 - A. Administration section consists of Assistant Director and FOIA Administrative Assistant.
Advantage: Allows for proper FOIA administration and policy implementation to streamline FOIA process.
 - B. FTE Section: Three (3) seasoned FOIA analysts.
Advantage: Allows for a core of seasoned analysts to process any and all OFAC FOIA/PA requests; simple thru complex; complex thru routine.
 - C. Term FTE Section: Three (3) seasoned FOIA analyst.
Advantage: Allows for the augmentation of FTE FOIA analysts section with analysts who can process all OFAC FOIA requests. This structure allows for an orderly staff reduction as the backlog is decreased.
 - D. Contract FOIA Analysts Section: Four (4) seasoned FOIA analysts.
Advantage: Allows for the augmentation of FTE FOIA analysts section with analysts who can process simple to classified OFAC FOIA requests. This structure allows for an orderly staff reduction as the backlog is decreased. The FOIA contract also allows for staff augment in the event of a surge in initial FOIA requests or FOIA litigation.
 - 3) Senior FOIA Reviewer Position added.
 - A. Allows for an additional layer of final case review for accuracy.
 - B. Allows for additional review resources to get more cases closed.
 - C. Allows for ADID to devote more time to policy and administration in order to enhance accuracy and seamlessness of FOIA process
- b. Modify FOIA processes:
 - 1) Information Disclosure staff processes all FOIA requests with minimal initial input from divisions.
 - 2) Division POCs requirement recognized.
 - 3) Search request completed by individual analysts
- c. Modifications to FOIA Database.
 - 1) Allows for better case management.
 - 2) Allows for better more robust and timely reporting to management and the public.
- d. Initiated FOIA legislation exemption language.

- e. Future possibility: contact other federal agencies to determine if they have FOIA analysts they are willing to send to OFAC TAD (TDY) for a period of time to help OFAC reduce its backlog.

- 1) Period: 6 months at a time
- 2) Requirements: need space and equipment
- 3) May have to pay for personnel for the time that they are here at OFAC

4. Projections:

- a. To obtain "0" cases in 24 months (December 2012): reduce backlog by net 6 cases/month.
- b. To obtain 50 cases backlog in 24 months (December 2012): reduce backlog by net 4 cases/month.

5. Personnel Issues:

- a. Available personnel:
 - 1) FTEs: 4 of the 5 onboard. Senior Analyst identified, working to bring her onboard around 1st or 2nd week of January 2011
 - 2) All 3 of the term FTEs on board.
 - 3) Three of the contract positions filled. 4th Contract Analyst identified attempting to bring her onboard next week.

5. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

6. Appeals: Process in OFAC or in TFI as is currently being done.

50 U.S.C. § 2411(c), Export Administration Act of 1979 § 12 (c). Enacted in 1979

(c) Confidentiality

(1) Except as otherwise provided by the third sentence of section 8 (b)(2) [section 2407 (b)(2) of this Appendix] and by section 11(c)(2)(C) of this Act [section 2410 (c)(2)(C) of this Appendix], information obtained under this Act [sections 2401 to 2420 of this Appendix] on or before June 30, 1980, which is deemed confidential, including Shippers' Export Declarations, or with reference to which a request for confidential treatment is made by the person furnishing such information, shall be exempt from disclosure under section 552 of title 5, United States Code, and such information shall not be published or disclosed unless the Secretary determines that the withholding thereof is contrary to the national interest. Information obtained under this Act [sections 2401 to 2420 of this Appendix] after June 30, 1980, may be withheld only to the extent permitted by statute, except that information obtained for the purpose of consideration of, or concerning, license applications under this Act [sections 2401 to 2420 of this Appendix] shall be withheld from public disclosure unless the release of such information is determined by the Secretary to be in the national interest.

Enactment of this subsection shall not affect any judicial proceeding commenced under section 552 of title 5, United States Code, to obtain access to boycott reports submitted prior to October 31, 1976, which was pending on May 15, 1979; but such proceeding shall be continued as if this Act [sections 2401 to 2420 of this Appendix] had not been enacted.

(2) Nothing in this Act [sections 2401 to 2420 of this Appendix] shall be construed as authorizing the withholding of information from the Congress or from the Government Accountability Office. All information obtained at any time under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports, including any report or license application required under this Act [sections 2401 to 2420 of this Appendix], shall be made available to any committee or subcommittee of Congress of appropriate jurisdiction upon request of the chairman or ranking minority member of such committee or subcommittee. No such committee or subcommittee, or member thereof, shall disclose any information obtained under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports which is submitted on a confidential basis unless the full committee determines that the withholding of that information is contrary to the national interest.

Notwithstanding paragraph (1) of this subsection, information referred to in the second sentence of this paragraph shall, consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities, as determined by the agency that originally obtained the information, and consistent with the provisions of section 313 of the Budget and Accounting Act 1921 [31 U.S.C. 716], be made available only by that agency, upon request, to the Comptroller General of the United States or to any officer or employee of the Government Accountability Office who is authorized by the Comptroller

General to have access to such information. No officer or employee of the Government Accountability Office shall disclose, except to the Congress in accordance with this paragraph, any such information which is submitted on a confidential basis and from which any individual can be identified.

(3) Any department or agency which obtains information which is relevant to the enforcement of this Act [sections 2401 to 2420 of this Appendix], including information pertaining to any investigation, shall furnish such information to each department or agency with enforcement responsibilities under this Act [sections 2401 to 2420 of this Appendix] to the extent consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities. The provisions of this paragraph shall not apply to information subject to the restrictions set forth in section 9 of title 13, United States Code; and return information, as defined in subsection (b) of section 6103 of the Internal Revenue Code of 1986 [26 U.S.C. 6103 (b)], may be disclosed only as authorized by such section. The Secretary and the Commissioner of Customs, upon request, shall exchange any licensing and enforcement information with each other which is necessary to facilitate enforcement efforts and effective license decisions. The Secretary, the Attorney General, and the Commissioner of Customs shall consult on a continuing basis with one another and with the heads of other departments and agencies which obtain information subject to this paragraph, in order to facilitate the exchange of such information.

Director's FOIA Status Update Meeting
January 11, 2011
Agenda

I. Pending Cases

Pending Cases as of January 11, 2011	
FOIA	overall: 133 cases backlog requests: 122
Appeals 6 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2006-02-053A; Michael Elsner,	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	appeal of denial of expedited process. (b)(5)
2008-12-035A; Records related to the designation of Joaquin Mario Valencia-Trujillo	
Litigation 5 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	(b)(5)
2008-01-038; Noah Wood; Request for records related to PCLS; final response sent to DOJ and requester (b)(5)	
2008-12-035L; Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. Cases:

- A. LCCR: (b)(5)
- B. Joaquin Mario Valencia-Trujillo: litigation and appeal
- C. Wood litigation
- D. Final agency records:
 - a. Subpoenas (602s)
 - b. Responses to subpoenas

- c. Penalty Notices
- d. Blocked asset reports

2. FOIA Memorandum: Review completed. Ready for signature by Director.
3. Legislative FOIA Exemption: Commerce Licensing FOIA Statute: 50 U.S.C. § 2411(c), Export Administration Act of 1979 § 12 (c). Enacted in 1979.
Reviewed by Counsel.
4. Projections:
 - A. To obtain "0" cases in 24 months (December 2012): reduce backlog by net 6 cases/month.
 - B. To obtain 50 cases backlog in 24 months (December 2012): reduce backlog by net 4 cases/month.
 - C. Cases closed this month 7 anticipate about 15.
 - D. Cases received this month 4

5. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

6. Appeals: Process in OFAC or in TFI as is currently being done.

50 U.S.C. § 2411(c), Export Administration Act of 1979 § 12 (c). Enacted in 1979

(c) Confidentiality

(1) Except as otherwise provided by the third sentence of section 8 (b)(2) [section 2407 (b)(2) of this Appendix] and by section 11(c)(2)(C) of this Act [section 2410 (c)(2)(C) of this Appendix], information obtained under this Act [sections 2401 to 2420 of this Appendix] on or before June 30, 1980, which is deemed confidential, including Shippers' Export Declarations, or with reference to which a request for confidential treatment is made by the person furnishing such information, shall be exempt from disclosure under section 552 of title 5, United States Code, and such information shall not be published or disclosed unless the Secretary determines that the withholding thereof is contrary to the national interest. Information obtained under this Act [sections 2401 to 2420 of this Appendix] after June 30, 1980, may be withheld only to the extent permitted by statute, except that information obtained for the purpose of consideration of, or concerning, license applications under this Act [sections 2401 to 2420 of this Appendix] shall be withheld from public disclosure unless the release of such information is determined by the Secretary to be in the national interest. Enactment of this subsection shall not affect any judicial proceeding commenced under section 552 of title 5, United States Code, to obtain access to boycott reports submitted prior to October 31, 1976, which was pending on May 15, 1979; but such proceeding shall be continued as if this Act [sections 2401 to 2420 of this Appendix] had not been enacted.

(2) Nothing in this Act [sections 2401 to 2420 of this Appendix] shall be construed as authorizing the withholding of information from the Congress or from the Government Accountability Office. All information obtained at any time under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports, including any report or license application required under this Act [sections 2401 to 2420 of this Appendix], shall be made available to any committee or subcommittee of Congress of appropriate jurisdiction upon request of the chairman or ranking minority member of such committee or subcommittee. No such committee or subcommittee, or member thereof, shall disclose any information obtained under this Act [sections 2401 to 2420 of this Appendix] or previous Acts regarding the control of exports which is submitted on a confidential basis unless the full committee determines that the withholding of that information is contrary to the national interest.

Notwithstanding paragraph (1) of this subsection, information referred to in the second sentence of this paragraph shall, consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities, as determined by the agency that originally obtained the information, and consistent with the provisions of section 313 of the Budget and Accounting Act 1921 [31 U.S.C. 716], be made available only by that agency, upon request, to the Comptroller General of the United States or to any officer or employee of the Government Accountability Office who is authorized by the Comptroller

General to have access to such information. No officer or employee of the Government Accountability Office shall disclose, except to the Congress in accordance with this paragraph, any such information which is submitted on a confidential basis and from which any individual can be identified.

(3) Any department or agency which obtains information which is relevant to the enforcement of this Act [sections 2401 to 2420 of this Appendix], including information pertaining to any investigation, shall furnish such information to each department or agency with enforcement responsibilities under this Act [sections 2401 to 2420 of this Appendix] to the extent consistent with the protection of intelligence, counterintelligence, and law enforcement sources, methods, and activities. The provisions of this paragraph shall not apply to information subject to the restrictions set forth in section 9 of title 13, United States Code; and return information, as defined in subsection (b) of section 6103 of the Internal Revenue Code of 1986 [26 U.S.C. 6103 (b)], may be disclosed only as authorized by such section. The Secretary and the Commissioner of Customs, upon request, shall exchange any licensing and enforcement information with each other which is necessary to facilitate enforcement efforts and effective license decisions. The Secretary, the Attorney General, and the Commissioner of Customs shall consult on a continuing basis with one another and with the heads of other departments and agencies which obtain information subject to this paragraph, in order to facilitate the exchange of such information.

Director's FOIA Status Update Meeting
March 22, 2011
Agenda

I. Pending Cases

Pending Cases as of March 22, 2011	
FOIA	overall: 105 cases backlog requests: 98
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2006-02-053A; Michael Elsner,	
2008-12-035A; Records related to the designation of Joaquin Mario Valencia-Trujillo	
Litigation 4 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
(b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
(b)(5)	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. FOIA Memo: Review completed. Ready for signature by Director.

2. Projections:

From: March 1, 2011 report

A. To obtain 50 cases backlog in 24 months (December 2012): reduce backlog by net 3 cases/month.

B. Current trend using data for last 2 months (Jan & Feb 2011) project OFAC will reach 50 cases by 12/30/2011.

Currently: (March 22, 2011)

Net reduction at 14: 2 cases received and 16 cases processed between 3/01/2011 – 03/22/2011

4. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

Director's FOIA Status Update Meeting
March 24, 2011
Agenda

I. Pending Cases

Pending Cases as of March 24, 2011	
FOIA	overall: 103 cases backlog requests: 97
Appeals 2 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
2006-02-053A; Michael Elsner, (b)(5)	
2008-12-035A; Records related to the designation of Joaquin Mario Valencia-Trujillo. Closed as of 03/21/2011	
Litigation	4 cases
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films & blocking of \$30k; Court ordered parties to file joint status report by April 8, 2011 (b)(5)	
(b)(5)	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
(b)(5)	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. FOIA Memo: Review completed. Ready for signature by Director.

2. Projections:

From: March 1, 2011 report

- A. To obtain 50 cases backlog in 24 months (December 2012): reduce backlog by net 3 cases/month.
- B. Current trend using data for last 2 months (Jan & Feb 2011) project OFAC will reach 50 cases by 12/30/2011.

Currently: (March 22, 2011)

Net reduction at 14: 2 cases received and 16 cases processed between 3/01/2011 – 03/22/2011

3. Database Issues:

FOIA Database modification pending that will enhance our reporting capability and will more closely mirror the annual report requirement.

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).

4. Personnel Issues:

- a. Cert in for term FOIA Analysts
- b. Will have replacement Contract FOIA Analyst starting April 1, 2011 at that time contract positions will be fully staffed at 4.

5. Backlog Reduction Strategy

- a. Decrease bottle neck in the divisions: overtime
- b. Personnel: Not fill Term FTE position, instead add additional Contract FOIA Analyst

Director's FOIA Status Update Meeting
April 12, 2011
Agenda

I. Pending Cases

Pending Cases as of April 12, 2011	
FOIA	overall: 95 cases backlog requests: 89
Appeals 2 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
2006-02-053A; Michael Elsner, (b)(5)	
Litigation 4 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Court ordered parties to file joint status report by April 8, 2011 (b)(5)	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. FOIA Memo: Review completed. Awaiting division internal policy documents. (b)(5)
(b)(5)
2. Projections: Current trend using data for last 3 months, it is projected OFAC will reach 50 cases by 08/30/2011.
3. Database Issues:

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).
4. FOIA Issues
 - a. (b)(5)
 - b. Request for blocked and reject reports
5. Recognition of FOIA Staff: Wednesday

Director's FOIA Status Update Meeting
May 16, 2011
Agenda

I. Pending Cases

Pending Cases as of April 12, 2011	
FOIA overall: 78 cases backlog requests: 71	
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2006-02-053A; Michael Elsner, (b)(5)	
2009-11-023A; Karen Kaiser,	
Litigation 4 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
(b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Court ordered parties to file joint status report by April 8, 2011 (b)(5)	
(b)(5)	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
(b)(5)	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. FOIA Memo: Review completed. Awaiting division internal policy documents. (b)(5)
(b)(5)
2. Projections: Current trend using data for last 4 months, it is projected OFAC will reach 50 cases by 08/15/2011.
3. Database Issues:

Still working on a data migration from the OFAC FOIA module to the DO/DS Public Records Tracker (PRT).
4. Sensitive Case Report

(b)(5)

Director's FOIA Status Update Meeting
July 23, 2010
Agenda

I. Pending Cases

Pending Cases as of July 20, 2010	
FOIA	overall: 137 cases backlog requests: 127
Appeals 5 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2007-11-003A; Alexenia Dimitrova, appeal of requester category	
2008-01-025A4; fourth appeal from NYT; five items - (a) the names of the foreign company counterparts; (b) the product and purpose of the licensed transaction; (c) information about the magnitude of the work being licensed; (d) the names of specific attorneys representing the licensees; and (e) the names of individual representatives of the foreign companies that are engaging in transactions with licensees	
2009-10-013A; NYT appeal of the redaction of (b)(4) information; confidential business information.	
2010-03-046A; Request for related to (b)(6)	appeal of denial of expedited process
Litigation 5 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5) working our 13th interim response (b)(5) ID)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; awaiting response from court	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; (b)(5)	(b)(5)
2008-01-038; Noah Wood: Request for records related to PCLS; (b)(5)	(b)(5)
2009-04-108L; Herrick; Request for records on designation of James Osorio; (b)(5)	(b)(5)

II. Topics

1. FOIA Directive:

- a. POC's for all divisions
- b. Emphasis on completing search requests timely and properly
- c. Policy for processing SCI, classified and unclassified records
 - 1) Recommend

(b)(5)

2. Personnel Issues:

a. Current strategy for personnel:

- 1) Piggy back on OFS contract
- 2) Obtain 2 year Term employees
- 3) Continue procurement of new contract
- 4) Keep current FTE levels

b. Shortage thru August 2010

1) Lost 1 contract analyst shortly, will not be replaced. May lose others by Sept 2010

2) One FTE slated for vacation August 2010

3) One FTE (admin) slated for surgery August 2010

4) Moving Contract Analyst to fill admin slot thru part of August

c. Senior Analyst retiring October 2010: replacing with a Senior Reviewer

Director's FOIA Status Update Meeting
August 16, 2011
Agenda

I. Pending Cases

Pending Cases as of August 16, 2011	
FOIA	overall: 71 cases backlog requests: 63
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	
(b)(5)	
2001-08-046A; Michael Myer: OFAC responded to this request in 2004, the requester appealed in 2004. (b)(5)	
2011-05-183A; Kenneth Timmerman: The requester appealed our denial of their fee waiver request.	
Litigation 4 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	
(b)(5)	
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; (b)(5)	
2008-01-025L; NYT; Records related to OFAC Licensing database thru 2008; Court ruled against of use of (b)(6) in the redaction of the names of the licensees. (b)(5)	
(b)(5)	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	

II. Topics

1. Appeals:

- 2010-06-087: Request for records related to Dubai Islamic Bank
 - a. Initial search request went to GCN, TNT and Records
 - b. No records response received
 - c. No records response sent to requester
 - d. Requester appealed
 - e. Appeal granted by TFFC on bases that search should have encompassed other OFAC components and other component of Treasury; one OFAC office did not search the entire time requested; one search term not used.
 - f. New search includes:
 - 1). Compliance/BA: voluminous hits, but most likely very little responsive records. BA and FOIA will speak to requester about records search.
 - 2). TNT still has no records
 - 3) Dep Dir: awaiting response
 - 4) General Counsel: 3 email totaling 7 pages obtained
 - 5) Records: found 141 hits related to Licensing. Licensing must review for responsiveness.

g. Lessons learned

- 1). Verify search parameters, offices searched.
- 2) Ensure Search request sheet signed by Assistant Directors indicating no records.
- 3) Email notification of a "no records" response prior to release of final response letter.

2001-08-046: Initial 2001 request for location of Sudanese assets

- a. Search revealed 14 records responsive from BA
- b. Records denied pursuant to exemption (b)(4) in 2004
- c. Appeal received in 2004
- d. No records of response to appeal from either TFFC or OFAC
- e. TFFC processing appeal

2006-02-053: Request for records related to the Saudi Arabian Monetary Agency (SAMA) and the Interagency Terrorist Financing Team.

- a. Partial release sent to requester.
- b. Requester appealed redactions
- c. Milner case decided (OFAC lost use of (b)(2) exemption)
- d. TFFC release some info exempted under (b)(2)
- e. July (b)(6) sent out an email (at my request) for (b)(6) to review TFFC release to see if they had any heartburn with the release, no response.

(b)(5), (b)(7)(A)

(b)(5), (b)(7)(A)

(b)(5), (b)(7)(A)

3. Search Request issues:

- a. No original documents: Division still sending original documents, we will not take original documents.
- b. All attachments: Divisions not reviewing responsive records to ensure attachments and enclosures attached to completed search package.
- c. Processing time: Divisions not getting records to FOIA Office in a timely manner.
- d. Full search required: must use all appropriate search terms, over the length of time requested in request.
- e. Associate Directors & Chiefs must certify the search. New billing sheet for this purpose.

4. Other issues:

- a. Influx of cases requesting blocked and rejected reports
- b. Influx of case requested location and amounts of assets of Sudan, Iran, Libya
- c. 2011-01-037 Trujillo: Request for records related to Guillermo & Joaquin Trujillo. Awaiting license for requester to pay fees.

Director's FOIA Status Update Meeting
August 30, 2011
Agenda

I. Pending Cases

Pending Cases as of August 30, 2011 (4 new cases over the past several days)	
FOIA	overall: 73 cases backlog requests: 67
Appeals 3 cases:	
2006-08-026A; Jeremy Bigwood; appeal of no records response; (b)(5)	(b)(5)
2001-08-046A; Michael Myer: OFAC responded to this request in 2004, the requester appealed in 2004. (b)(5)	(b)(5)
2011-05-183A; Kenneth Timmerman: The requester appealed our denial of their fee waiver request.	
Litigation 3 cases	
2005-08-044L; Request related to name matches to OFAC SDN list; (b)(5)	(b)(5)
2007-11-063L; Herrick; Request for records related to Island Films& blocking of \$30k; Requester paid fee, awaiting court action on our cross-motions before closing. We (Treasury) had moved for summary judgment in our favor, seeking an order that Plaintiff (Island Film) pay the required FOIA fees and that the case be dismissed with prejudice. Island Film filed a cross-motion for summary judgment in its favor and sought a court order requiring OFAC to be more specific in its Vaughn index as to why certain records were not released. The court seized on the issue of non-payment of FOIA fees, which resulted in additional briefing and, ultimately, the payment of those fees. When the fees had been paid, both parties consented to reinstating the original cross-motions. We're now waiting for the judge to rule on them. If he rules in our favor, the case will be dismissed with prejudice and we can close it out. If he rules against us, or if he rules differently from what either side has proposed, we may have to redo the Vaughn and/or engage in further briefing.	
2008-12-035L: Records related to the designation of Joaquin Mario Valencia-Trujillo; complaint dated 10/06/2010. (b)(5)	(b)(5)

II. Topics

A. Sensitive Cases:

(b)(5)

(b)(5)

B. Other issues:

1. Blocked and rejected reports:

(b)(5)

(b)(6)

From: Hartman, Melissa
Sent: Sunday, March 07, 2010 11:35 AM
To:

(b)(6) (b)(6)
(b)(6) Cohen, David (b)(6)
(b)(6) Hammerle,
Barbara (b)(6)

(b)(6) (b)(6)
Szubin, Adam;
Tangherlini, Dan; (b)(6)

Cc:

(b)(6)
(b)(6) Fields, Marshall Jr;
(b)(6)
(b)(6) Gilmore, Hugh; (b)(6)
(b)(6) Hartman, Melissa;

(b)(6) (b)(6)

Subject: Reports on Overdue FOIA Requests - February 2010
Attachments: Feb 2010 DO Backlog.ppt; Feb 2010 Bureau Backlog.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for February 2010. The cutoff date for inclusion of data was 2/25/10, therefore any items closed out between 2/26/10 - 2/28/10 will be reflected in the March report. Please contact me with questions, comments, and suggestions.

Sincerely,

Melissa

Melissa Hartman, CIPP/G
Acting DAS for Privacy and Treasury Records
Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."



DO FOIA Backlog for February 2010



Office	Overdue Requests as of January 31, 2009	Overdue Requests as of January 25, 2010	Overdue Requests as of February 25, 2010	Greater Than 3 Months
Non Responsive				
Office of Foreign Assets Control	207	163	162	151

Non Responsive

(b)(6)

From: Hartman, Melissa
Sent: Monday, April 05, 2010 5:46 AM
To:

(b)(6)

(b)(6)

(b)(6)

(b)(6)

(b)(6)

Cohen, David; (b)(6)

Hammerle, Barbara; (b)(6)

(b)(6)

(b)(6)

; Szubin, Adam;

Tangherlini, Dan; (b)(6)

Cc:

(b)(6)

Battle, John;

(b)(6)

(b)(6)

Fields, Marshall Jr;

(b)(6)

Gilmore, Hugh; (b)(6)

(b)(6)

; Hartman, Melissa;

(b)(6)

(b)(6)

(b)(6)

Subject:

Reports on Overdue FOIA Requests - March 2010

Attachments:

March 2010 DO Backlog v2.ppt; March 2010 Bureau Backlog.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for March 2010. The cutoff date for inclusion of data was 3/25/10, therefore any items closed out between 3/26/10 - 3/31/10 will be reflected in the April report. Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Acting DAS for Privacy and Treasury Records
Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."



DO FOIA Backlog for March 2010



Office	Overdue Requests as of January 31, 2009	Overdue Requests as of February 25, 2010	Overdue Requests as of March 25, 2010	Greater Than 3 Months
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Non Responsive

Office of Foreign Assets Control	207	162	159	151
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Non Responsive

Melissa

Melissa Hartman, CIPP/G

Acting DAS for Privacy and Treasury Records

Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."



DO FOIA Backlog for April 2010



Office	Overdue Requests as of January 31, 2009	Overdue Requests as of March 25, 2010	Overdue Requests as of April 30, 2010	Greater Than 3 Months
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Non Responsive

Office of Foreign Assets Control	207	159	152	156
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Non Responsive

(b)(6)

From: Hartman, Melissa
Sent: Wednesday, July 07, 2010 7:28 AM
To: Fields, Marshall Jr; Battle, John
Cc: Gilmore, Hugh
Subject: Reports on Overdue FOIA Requests - June 2010
Attachments: June 2010 DO Backlog v3.pptx

Marshall,
Attached is the monthly FOIA backlog report that I distributed today. I see OFAC continues the trend of closing out backlog requests! You all decreased by 9 in June, bringing your yearly decrease to date from 162 to 135. We are also interested in closing out as many requests over 5 years old as possible this year. Please let us know if there is anything we can do to assist your progress. Keep up the good work!

Thanks,
Melissa

Melissa Hartman, CIPP/G

Acting DAS for Privacy, Transparency, & Records

Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."

NB: OFAC "Status" on charts that follow is not redacted but rather corresponds to the legend: ">=10 to achieve target reduction goal." See legend, below.



DO FOIA Backlog for June 2010




Office	Overdue Requests as of October 1, 2009	Overdue Requests as of May 31, 2010	Overdue Requests as of June 30, 2010	Year End Target	Status	Greater Than 3 Months
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Non Responsive

Office of Foreign Assets Control	162	144	135	81		135
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Non Responsive

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Wednesday, July 07, 2010 7:24 AM
To:

(b)(6)

(b)(6); Cohen, David; (b)(6)

(b)(6)

Hammerle, Barbara;

(b)(6) (b)(6)

Szubin, Adam; Tangherlini, Dan;

(b)(6)

Cc:

; Battle, John;

(b)(6)

(b)(6)

Fields, Marshall Jr;

(b)(6)

(b)(6)

Gilmore, Hugh (b)(6)

(b)(6)

Hartman, Melissa;

(b)(6) (b)(6)

Subject:

Reports on Overdue FOIA Requests - June 2010

Attachments:

June 2010 DO Backlog v3.pptx; June 2010 Bureau Backlog v3.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for June 2010, which include year-end reduction targets and status. Please contact me with questions, comments, and suggestions.

Sincerely,

Melissa

Melissa Hartman, CIPP/G

Acting DAS for Privacy, Transparency, & Records

Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."



DO FOIA Backlog for
June 2010



Office	Overdue Requests as of October 1, 2009	Overdue Requests as of May 31, 2010	Overdue Requests as of June 30, 2010	Year End Target	Status	Greater Than 3 Months
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Non Responsive

Office of Foreign Assets Control	162	144	135	81		135
----------------------------------	-----	-----	-----	----	--	-----

Non Responsive

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Tuesday, August 03, 2010 7:10 PM
To:

(b)(6)

(b)(6)

(b)(6) Cohen, David; (b)(6)

(b)(6)

Hammerle, Barbara;

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan; (b)(6)

(b)(6) (b)(6)

Battle, John;

(b)(6) (b)(6)

(b)(6)

Fields, Marshall Jr;

(b)(6)

; Gilmore,

Hugh; (b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Reports on Overdue FOIA Requests - July 2010

Attachments:

July 2010 DO Backlog v2.pptx; July 2010 Bureau Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for July 2010, which include year-end reduction targets and status. Please contact me with questions, comments, and suggestions.

Sincerely,

Melissa

Melissa Hartman, CIPP/G

Acting DAS for Privacy, Transparency, & Records

Department of the Treasury

(b)(6)

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DO FOIA Backlog for
July 2010



Office	Overdue Requests as of October 1, 2009	Overdue Requests as of June 30, 2010	Overdue Requests as of July 31, 2010	Year End Target	Status	Greater Than 3 Months
Non Responsive						
Office of Foreign Assets Control	162	135	136	81		127

Non Responsive

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Wednesday, September 08, 2010 8:03 AM
To: (b)(6)

(b)(6) Cohen, David; (b)(6)

(b)(6) Hammerle,
Barbara; Hartman, Melissa; (b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan (b)(6)

Cc:

(b)(6) Battle, John; (b)(6)

(b)(6)

(b)(6) Fields, Marshall Jr; (b)(6)

Hugh; (b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject: Reports on Overdue FOIA Requests - August 2010
Attachments: August 2010 DO Backlog v2.pptx; August 2010 Bureau Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for August 2010, which include year-end reduction targets and status. Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G

Acting DAS for Privacy, Transparency, & Records

Department of the Treasury

(b)(6)

"Serving the American public and the Treasury community by setting the standard for the protection, access, and disclosure of Treasury's information assets."



DO FOIA Backlog for August 2010



Office	Overdue Requests as of October 1, 2009	Overdue Requests as of July 31, 2010	Overdue Requests as of August 31, 2010	Year End Target	Status	Greater Than 3 Months
--------	--	--	--	--------------------	--------	-----------------------------

Non Responsive

Office of Foreign Assets Control	162	136	128	81		118
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Non Responsive

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Tuesday, December 07, 2010 7:16 PM
To: (b)(6)
(b)(6)
Cohen, David; (b)(6)
(b)(6)
(b)(6) Hammerle, Barbara; Hartman, Melissa;
(b)(6) (b)(6)
(b)(6)
Szubin, Adam;
Tangherlini, Dan; (b)(6)
(b)(6)
Cc: (b)(6); Battle, John; (b)(6)
(b)(6) (b)(6)
(b)(6) Fields,
Marshall Jr; (b)(6)
(b)(6) Gilmore, Hugh;
Melissa; (b)(6) Hartman,
(b)(6)
(b)(6)
Subject: Reports on Overdue FOIA Requests - November 2010
Attachments: NOV 2010 DO Backlog.pptx; NOV 2010 Bureau Backlog.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for November 2010, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

"The Leader for Excellence in Information Management"



DO FOIA Backlog for November 2010



Overdue Assignments as of October 1, 2010	Overdue Assignments as of October 31, 2010	Overdue Assignments as of November 25, 2010	Year End Target	Status	Greater Than 3 Months
---	---	---	-----------------------	--------	-----------------------------

Non Responsive

Office of Foreign Assets Control	109	115	125	60	106
----------------------------------	-----	-----	-----	----	-----

Non Responsive

Year-end targets computed as 50% reduction from overdue assignments as of Fiscal Year beginning

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Thursday, January 06, 2011 11:25 AM
To:

(b)(6)

Cohen, David; (b)(6)

(b)(6)

; Hammerle, Barbara;
Hartman, Melissa; (b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan;

(b)(6)

Cc:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6)

Fields,

Marshall Jr; (b)(6)

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman,

Melissa; (b)(6)

(b)(6)

Subject: Reports on Overdue FOIA Requests - December 2010
Attachments: DEC 2010 DO Backlog v2.pptx; DEC 2010 Bureau Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for December 2010, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA

to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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DO FOIA Backlog for
December 2010



Overdue Assignments as of October 1, 2010	Overdue Assignments as of November 25, 2010	Overdue Assignments as of December 25, 2010	Year End Target	Status	Greater Than 3 Months
---	---	---	-----------------------	--------	-----------------------------

Non Responsive

Office of Foreign Assets Control	109	125	121	60		104
----------------------------------	-----	-----	-----	----	--	-----

Non Responsive

Year-end targets computed as 50% reduction from overdue assignments as of Fiscal Year beginning

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Wednesday, February 09, 2011 6:45 PM
To: (b)(6)
(b)(6) Cohen, David; (b)(6)
(b)(6)
(b)(6); Hammerle, Barbara; Hartman, Melissa
(b)(6)
(b)(6) Szubin, Adam; Tangherlini, Dan; (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6); Battle, John; (b)(6)
(b)(6)
(b)(6) Fields,
Marshall Jr; (b)(6)
(b)(6) Gilmore, Hugh;
(b)(6) Hartman,
Melissa;
(b)(6)
Subject: Reports on Overdue FOIA Requests - January 2011
Attachments: January 2011 Bureau Backlog.pptx; January 2011 DO Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for December 2010, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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DO FOIA Backlog for January 2011



Overdue Assignments as of October 1, 2010	Overdue Assignments as of December 25, 2010	Overdue Assignments as of January 25, 2011	Year End Target	Status	Greater Than 3 Months
--	---	---	--------------------	--------	-----------------------------

Non Responsive

Office of Foreign Assets Control	109	121	100	60	85
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Non Responsive

Year-end targets computed as 50% reduction from overdue assignments as of Fiscal Year beginning

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Thursday, March 10, 2011 6:18 PM
To: (b)(6)

(b)(6) Cohen, David; (b)(6)

(b)(6); Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

Szubin, Adam; Tangherlini,

Dan; (b)(6)

Cc:

(b)(6); Battle, John; Bell, (b)(6)

(b)(6)

(b)(6); Fields, Marshall Jr; (b)(6)

(b)(6)

(b)(4) Gilmore, Hugh;

Hartman, Melissa;

(b)(6)

Subject:

Monthly FOIA Backlog Reports - February 2011

Attachments:

February 2011 DO Backlog v2.pptx; February 2011 Bureau Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for February 2011, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only:] The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

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DO FOIA Backlog for February 2011



Overdue Assignments as of October 1, 2010	Overdue Assignments as of January 31, 2011	Overdue Assignments as of February 28, 2011	Year End Target	Status	Greater Than 3 Months
--	---	---	--------------------	--------	-----------------------------

Non Responsive

Office of Foreign Assets Control

109

100

99

60

89

Non Responsive

Year-end targets computed as 50% reduction from overdue assignments as of Fiscal Year beginning

Legend:	G	met reduction target
	Y	< 10 from target 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Friday, April 08, 2011 3:53 PM
To: (b)(6)

Cohen, David; (b)(6)

Hammerle,

Barbara; Hartman, Melissa; (b)(6);

(b)(6)

(b)(6) Szubin, Adam; Tangherlini, Dan; (b)(6)

Cc:

(b)(6)

(b)(6); Battle, John; (b)(6)

(b)(6)

(b)(6); Fields,
Marshall Jr; (b)(6)

(b)(6) Gilmore, Hugh;

(b)(6); Hartman,
Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - March 2011

Attachments:

March 2011 Bureau Backlog.pptx; March 2011 DO Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for March 2011, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

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DO FOIA Backlog for
March 2011



	Overdue Assignments as of 09/30/2010	Overdue Assignments as of 02/28/2011	Overdue Assignments as of 03/31/2011	FY11 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control	120	99	93	60	80
----------------------------------	-----	----	----	----	----

Non Responsive

Legend	Met Target Reductions
Y	<10 From Target 50% Reduction
	>10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.	

(b)(6)

From: Hartman, Melissa
Sent: Tuesday, December 06, 2011 12:23 PM
To: (b)(6)
(b)(6) Cohen, David; Collyns, (b)(6)
(b)(6)
(b)(6); Hammerle,
Barbara; Hartman, Melissa; (b)(6)

(b)(6)

(b)(6); Szubin, Adam; Tangherlini,
Dan; (b)(6)

Cc:

(b)(6); Battle, John; (b)(6)

(b)(6)

(b)(6); Fields,
Marshall Jr; (b)(6)
(b)(6); Gilmore, Hugh;
(b)(6) Hartman,
Melissa; (b)(6)

(b)(6)

Subject: Monthly FOIA Backlog Reports - November 2011
Attachments: November 2011 Bureau Backlog v3.ppt; November 2011 DO Backlog v3.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors:

Please see the attached FOIA reports for November 2011, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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DO FOIA Backlog for November 2011



	Overdue Assignments as of 09/30/2011	Overdue Assignments as of 11/01/2011	Overdue Assignments as of 11/30/2011	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	--	--	--	---	--------	----------------------------------

Non Responsive

Office of Foreign Assets Control	49	55	59	30		43
----------------------------------	----	----	----	----	--	----

Non Responsive

Legend	Met Target Reductions
Y	<10 From Target 50% Reduction
N	>=10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from prior year targets.	

(b)(6)

From: Hartman, Melissa
Sent: Monday, January 02, 2012 5:17 PM
To:

(b)(6)

Battle, John; (b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

(b)(6)

; Fields,

Marshall Jr.

(b)(6)

(b)(6)

; Hammerle, Barbara; Hartman, Melissa;

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan;

(b)(6)

Cc:

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - December 2011

Attachments:

December 2011 Bureau Backlog v2.ppt; December 2011 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for November 2011, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

"The Leader for Excellence in Information Management"



Departmental Offices FOIA Backlog for December 2011



	Overdue Assignments as of 09/30/2011	Overdue Assignments as of 11/30/2011	Overdue Assignments as of 12/31/2011	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	--	--	--	---	--------	----------------------------------

Non Responsive

Office of Foreign Assets Control	49	59	57	30		41
----------------------------------	----	----	----	----	--	----

Non Responsive

Legend	G	Met Target Reductions
	Y	<10 From Target 50% Reduction
		>=10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from prior year targets.		

(b)(6)

From: Hartman, Melissa
Sent: Thursday, March 10, 2011 6:18 PM
To: (b)(6)

Cohen, David; (b)(6)

(b)(6)

(b)(6)

(b)(6); Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini,

Dan; (b)(6)

Cc:

(b)(6)

(b)(6)

; Battle, John; (b)(6)

(b)(6)

(b)(6)

; Fields, Marshall Jr; (b)(6)

(b)(6)

(b)(6)

Gilmore, Hugh; (b)(6)

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - February 2011

Attachments:

February 2011 DO Backlog v2.pptx; February 2011 Bureau Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for February 2011, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

"The Leader for Excellence in Information Management"



DO FOIA Backlog for February 2011



	Overdue Assignments as of October 1, 2010	Overdue Assignments as of January 31, 2011	Overdue Assignments as of February 28, 2011	Year End Target	Status	Greater Than 3 Months
Non Responsive						
Office of Foreign Assets Control	109	100	99	60		89
Non Responsive						

Year-end targets computed as 50% reduction from overdue assignments as of Fiscal Year beginning

Legend:	G	met reduction target
	Y	< 10 from target: 50% reduction
		>=10 to achieve reduction target

(b)(6)

From: Hartman, Melissa
Sent: Sunday, February 05, 2012 9:37 PM
To:

(b)(6)
Battle, John; (b)(6)
(b)(6)
(b)(6) Cohen, David; Cole, (b)(6)
(b)(6)
(b)(6) Fields,
Marshall Jr; (b)(6)
(b)(6)
(b)(6); Hammerle, Barbara; (b)(6)

(b)(6)

Cc:

(b)(6) Szubin, Adam; Tangherlini, Dan;
(b)(6)
(b)(6) Gilmore, Hugh;
(b)(6)

Subject: Monthly FOIA Backlog Reports - January 2012
Attachments: January 2012 Bureau Backlog v2.ppt; January 2012 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for January 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Departmental Offices FOIA Backlog for January 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 01/01/2012	Overdue Assignments as of 01/31/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control

49

57

52

30

44

Non Responsive

Legend	G	Met Target Reductions
	Y	<10 From Target 50% Reduction
		>=10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from prior year targets.		

(b)(6)

From: Hartman, Melissa
Sent: Sunday, March 04, 2012 12:54 PM
To:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

Fields, Marshall Jr; (b)(6)

(b)(6)

(b)(6)

; Hammerle, Barbara;

Hartman, Melissa; (b)(6)

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan; (b)(6)

(b)(6)

Cc:

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - February 2012

Attachments:

February 2012 BUREAU Backlog.ppt; February 2012 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for February 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

To reach our year-end Treasury-wide reduction targets we must close out approximately 40 backlogged cases per month in addition to closing out new incoming requests in a timely manner.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Departmental Offices FOIA Backlog for February 2012



	Overdue Assignments as of 09/30/2011	Overdue Assignments as of 02/01/2012	Overdue Assignments as of 02/29/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	--	--	--	---	--------	----------------------------------

Non Responsive

Office of Foreign Assets Control	49	52	55	30		44
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Non Responsive

Legend	G	Met Target Reductions
	Y	<10 From Target 50% Reduction
		>=10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from prior year targets.		

(b)(6)

From: Hartman, Melissa
Sent: Sunday, February 05, 2012 9:37 PM
To:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6) Cohen, David; (b)(6)

(b)(6)

(b)(6)

Fields,

Marshall Jr; (b)(6)

(b)(6)

(b)(6)

; Hammerle, Barbara; (b)(6)

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan;

(b)(6)

Cc:

(b)(6)

; Gilmore, Hugh;

(b)(6)

Subject:

Monthly FOIA Backlog Reports - January 2012

Attachments:

January 2012 Bureau Backlog v2.ppt; January 2012 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for January 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Departmental Offices FOIA Backlog for January 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 01/01/2012	Overdue Assignments as of 01/31/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Mnth's
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Non Responsive

Office of Foreign Assets Control

49

57

52

30

44

Non Responsive

Legend	G	Met Target Reductions
	Y	<10 From Target 50% Reduction
		>=10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from prior year targets.		

(b)(6)

From: Hartman, Melissa
Sent: Sunday, April 01, 2012 8:20 AM
To:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

Fields, Marshall Jr. (b)(6)

(b)(6)

(b)(6)

; Hammerle, Barbara;

Hartman, Melissa; (b)(6)

(b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan; (b)(6)

(b)(6)

Cc:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6)

(b)(6)

Fields,

Marshall Jr; (b)(6)

(b)(6)

Gilmore, Hugh; (b)(6)

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - March 2012

Attachments:

March 2012 BUREAU Backlog v2.ppt; March 2012 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for March 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

To reach our year-end Treasury-wide reduction targets we must close out approximately 43 backlogged cases per month in addition to closing out new incoming requests in a timely manner.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.



Departmental Offices FOIA Backlog for March 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 03/01/2012	Overdue Assignments as of 03/29/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control

49

55

62

30

43

Non Responsive

Legend

■ Met Target Reductions

Y <10 From Target 50% Reduction

■ >10 to Achieve Reduction Target

Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.

(b)(6)

From: Hartman, Melissa
Sent: Friday, April 08, 2011 3:53 PM
To:

(b)(6)

(b)(6) Cohen, David; (b)(6)

(b)(6)

; Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

(b)(6) Szubin, Adam; Tangherlini, Dan; (b)(6)

(b)(6)

(b)(6)

Cc:

(b)(6)

(b)(6) Battle, John; (b)(6)

(b)(6)

(b)(6); Fields,

Marshall Jr; (b)(6)

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman,

Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - March 2011

Attachments:

March 2011 Bureau Backlog.pptx; March 2011 DO Backlog v2.pptx

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for March 2011, which include year-end reduction targets and status for FY11. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report utilizes a new report format for tracking overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Sincerely,
Melissa

Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

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DO FOIA Backlog for March 2011



	Overdue Assignments as of 09/30/2010	Overdue Assignments as of 02/28/2011	Overdue Assignments as of 03/31/2011	FY11 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control	120	99	93	60	80
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Non Responsive

Legend	Met Target Reductions
Y	<10 From Target 50% Reduction
	>10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.	

(b)(6)

From: Hartman, Melissa
Sent: Monday, May 07, 2012 3:09 PM
To: (b)(6)

Battle, John; (b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

Fields, Marshall Jr; (b)(6)

(b)(6)

(b)(6)

Hammerle, Barbara;

Hartman, Melissa; (b)(6)

(b)(6)

Szubin, Adam; Tangherlini, Dan; (b)(6)

(b)(6)

Cc:

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - April 2012

Attachments:

April 2012 BUREAU Backlog v3.ppt; April 2012 DO Backlog v2.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for April 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests. Note that 2 more bureaus have moved from GREEN to YELLOW in April.

To reach our year-end Treasury-wide reduction targets we must close out approximately 48 backlogged cases per month in addition to closing out new incoming requests in a timely manner.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

*Melissa Hartman, CIPP/G
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Departmental Offices FOIA Backlog for April 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 03/31/2012	Overdue Assignments as of 04/30/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control

19

62

61

30

16

Non Responsive

Legend

■ Met Target Reductions

■ Y < 10 From Target 50% Reduction

■ ≥ 10 to Achieve Reduction Target

Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.

(b)(6)

From: Hartman, Melissa
Sent: Tuesday, June 05, 2012 11:40 AM
To:

(b)(6)

Battle, John (b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

Fields, Marshall Jr; (b)(6)

(b)(6)

(b)(6)

y; Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

(b)(6)

Szubin, Adam; (b)(6)

(b)(6)

Cc:

(b)(6)

Gilmore, Hugh;

(b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - May 2012

Attachments:

May 2012 DO Backlog v2.ppt; May 2012 BUREAU Backlog v4.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for May 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Melissa Hartman, CIPP/G, CIPP/E

*Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Departmental Offices FOIA Backlog for May 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 05/01/2012	Overdue Assignments as of 05/31/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control

49

64

55

30

44

Non Responsive

Legend

- Met Target Reductions
- Y <10 From Target 50% Reduction
- >=10 to Achieve Reduction Target

Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.

(b)(6)

From: Hartman, Melissa
Sent: Monday, July 02, 2012 12:03 AM
To: (b)(6)
Battle, John; (b)(6)
(b)(6)
(b)(6) Cohen, David; (b)(6)
(b)(6)
Fields, Marshall Jr; (b)(6)
(b)(6)
(b)(6)
(b)(6); Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

Cc: (b)(6) Szubin, Adam;
Tangherlini, Dan; (b)(6)
(b)(6)
(b)(6) Gilmore, Hugh;
(b)(6) Hartman, Melissa; (b)(6)
(b)(6)

Subject: Monthly FOIA Backlog Reports - June 2012
Attachments: June 2012 DO Backlog v2.ppt; June 2012 BUREAU Backlog v4.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for June 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue assignments for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a request. An assignment is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA request. Therefore the total number of assignments may exceed the discrete number of FOIA requests outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Melissa Hartman, CIPP/G, CIPP/E
Deputy Assistant Secretary



Departmental Offices FOIA Backlog for June 2012



Overdue Assignments as of 09/30/2011	Overdue Assignments as of 06/01/2012	Overdue Assignments as of 06/28/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control

49

56

60

30

48

Non Responsive

Legend

■ Met Target Reductions

Y <10 From Target 50% Reduction

■ ≥10 to Achieve Reduction Target

Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.

(b)(6)

From: Hartman, Melissa
Sent: Sunday, August 05, 2012 12:09 PM
To: (b)(6);

Battle, John; (b)(6)

(b)(6)

Cohen, David; (b)(6)

(b)(6)

(b)(6) Fields, Marshall Jr; (b)(6)

(b)(6)

; Hammerle, Barbara; Hartman, Melissa; (b)(6)

(b)(6)

(b)(6)

; Szubin, Adam; (b)(6)

(b)(6)

Cc:

(b)(6)

Battle, John; (b)(6)

(b)(6)

(b)(6)

; Fields,

Marshall Jr; (b)(6)

(b)(6)

Gilmore, Hugh; (b)(6)

Hartman, Melissa; (b)(6)

(b)(6)

Subject:

Monthly FOIA Backlog Reports - July 2012

Attachments:

July 2012 BUREAU Backlog.ppt; July 2012 DO Backlog.ppt

Under Secretaries, Assistant Secretaries, Bureau Heads, and Office Directors;

Please see the attached FOIA reports for July 2012, which include year-end reduction targets and status for FY12. The Treasury-wide bureau report reflects number of backlogged requests.

[Note for Departmental Offices (DO) backlog report only: The DO backlog report includes overdue **assignments** for each office, which is more indicative of the caseload per office. Each incoming FOIA to DO is counted as a **request**. An **assignment** is counted whenever an office is gathering either all, or just part, of the responsive records to complete a FOIA **request**. Therefore the total number of **assignments** may exceed the discrete number of FOIA **requests** outstanding in DO because multiple offices with different responsive records are often assigned the same request to work on concurrently.]

Please contact me with questions, comments, and suggestions.

Melissa Hartman, CIPP/G, CIPP/E
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

"The Leader for Excellence in Information Management"



Departmental Offices FOIA Backlog for July 2012



	Overdue Assignments as of 09/30/2011	Overdue Assignments as of 07/01/2012	Overdue Assignments as of 07/31/2012	FY12 Year End Targets per DO Office	Status	Overdue Greater Than 3 Months
--	---	---	---	---	--------	-------------------------------------

Non Responsive

Office of Foreign Assets Control	49	60	58	54	Y	47
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Non Responsive

Legend	Met Target Reductions
Y	< 10 From Target 50% Reduction
	= 10 to Achieve Reduction Target
Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.	

(b)(6)

From: Hartman, Melissa
Sent: Sunday, August 19, 2012 8:34 AM
To: Battle, John; Fields, Marshall Jr; (b)(6)
Subject: FW: Weekly DO FOIA Backlog Reports - 8/16/12
Attachments: Oldest DO Backlog 08-16-12 v2.xlsx; Weekly DO Backlog 08-16-12 v2.xlsx

Making sure you received this week's FOIA backlog reports.

Thanks,
Melissa

Melissa Hartman, CIPP/G, CIPP/E
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury

(b)(6)

"The Leader for Excellence in Information Management"

From: Hartman, Melissa
Sent: Sunday, August 19, 2012 8:18 AM
To: (b)(6)
David; (b)(6)

Cohen,

(b)(6)

(b)(6)

(b)(6)

Cc: (b)(6)

Szubin, Adam;

Gilmore, Hugh;

Hartman, Melissa; (b)(6)

(b)(6)

Subject: Weekly DO FOIA Backlog Reports - 8/16/12

Please find attached the weekly report detailing information on Departmental Offices FOIA requests and the weekly report listing the backlogged requests that are over three years old. Also included is the FOIA Spotlight with key items of interest for the week.

Announcement: Disclosure Services has additional FOIA analyst support on-board to assist with cases for the remainder of FY12. All we need are the appropriate records searches completed and uploaded into goFOIA. DS can then assist with the analysis and redactions. Please contact me on (b)(6) if your office is in RED or YELLOW status so we can discuss how the FOIA Tiger Team can assist you to close out backlogged requests.

Weekly Highlights:

- DO is currently 94 cases over our FY12 target of 71.
- Overall DO backlog increased +3 this week
- Offices that decreased their backlog this week include:
 - International Affairs
- Offices that increased their backlog this week include:
 - Legislative Affairs
 - General Counsel
 - Domestic Finance – Financial Markets
 - Management

FOIA Spotlight:

- Request from Megan Wilson with The Hill, for the log of correspondence that include letters from members of Congress from July 1, 2012
- Request from Michael Ravnitzky, a private citizen, for records concerning the performance of the FOIA program in OFAC since January 1, 2010
- Request from Abraham Payton with American Bridge 21st Century, for records between Congressman Paul Ryan and or his staff and Office of the Secretary, Deputy Secretary
- Request from Jack Gillum with the Associated Press, for records to and from Wisconsin Rep. Paul Ryan or his staff from Jan. 3, 1999 to the present
- Request from Michael Ravnitzky, a private citizen, for records concerning the National Advisory Council on International Monetary and Financial Policies
- Request from Philip Munson with the Democratic Senatorial Campaign Committee, for records between Treasury and Goldmark Property Management Inc., Goldmark Investment Company, etc.

*Melissa Hartman, CIPP/G, CIPP/E
Deputy Assistant Secretary
Privacy, Transparency, & Records
Department of the Treasury*

(b)(6)

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Weekly DO FOIA Backlog 8/10/2012 - 8/16/2012

Total Assignments	Overdue Assignments as of 08/16/2012	FY12 Year End Targets per DO Office	Status	Progress Towards End of Year	Overdue Assignments as of 08/23/2012	Overd Tha
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Non Responsive

Office of Foreign Assets Control

70

57

54

Y

58

Non Responsive

Requests Closed This Week: 5

Closed Within Statutory Timeframe This Week: 3

Average Days to Close This Week: 85

Legend

- Met Target Reductions
- Y <10 From Target 50% Reduction
- ≥10 to Achieve Reduction Target

Year-end targets computed as 50% reduction from overdue assignments as of the end of the prior fiscal year.