

# FEDERAL LAW ENFORCEMENT TRAINING CENTER

## SUBMISSION TO THE DATA REQUEST FOR FISCAL YEAR 2000

### FREEDOM OF INFORMATION ACT REPORT TO CONGRESS

I. and II.A. – Not for Bureaus.

II.B. **Response time ranged from 1 to 151 days. Average Response time in Fiscal Year 2000 was 32.3 days.**

II.C. **The most common reasons why requests for records could not be granted were 1) records were exempt from release under FOIA Exemption (b) (4), 2) the requested records did not exist, and 3) the records were exempt from release under FOIA Exemption (b) (6).**

III.A. Agency-Specific Acronyms or Terms – N/A

III.B. Basic Terms – See [http://www.usdoj.gov/oip/foia\\_updates/Vol XVIII 3/page2.htm](http://www.usdoj.gov/oip/foia_updates/Vol_XVIII_3/page2.htm).

IV. Exemption 3 statute relied on – **The FLETC did not use Exemption 3 to withhold information under the FOIA during Fiscal Year 2000.**

V. FOIA/PA Access Requests

A. Number of initial requests.

1. Number of requests pending as of end of preceding fiscal year – **3**
2. Number of requests received during current fiscal year – **153**
3. Number of requests processed during current fiscal year – **142**
4. Number of requests pending as of end of current fiscal year – **14**

B. Disposition of initial requests.

1. Total grants – **80**
2. Partial Grants – **40**
3. Denials – **0**

a. Number of times each FOIA exemption used:

(b)(1) – <b>0</b>	(b)(6) – <b>13</b>	(b)(7)(E) – <b>0</b>
(b)(2) – <b>2</b>	(b)(7)(A) – <b>0</b>	(b)(7)(F) – <b>0</b>
(b)(3) – <b>0</b>	(b)(7)(B) – <b>0</b>	(b)(8) – <b>0</b>
(b)(4) – <b>23</b>	(b)(7)(C) – <b>0</b>	(b)(9) – <b>0</b>
(b)(5) – <b>7</b>	(b)(7)(D) – <b>0</b>	

4. Other Reasons for nondisclosure (total) – **22**
  - a. no records – **10**
  - b. referrals – **1**
  - c. withdrawn – **6**
  - d. fee-related – **3**
  - e. records not reasonably described – **1**
  - f. not a proper FOIA request for some other reason – **0**
  - g. not an agency record – **0**
  - h. duplicate request – **0**
  - i. other – **1 (Returned mail, unreturned messages)**

VI. Appeals of initial denials of FOIA/PA requests.

A. Number of appeals.

1. Number of appeals received during fiscal year – **4**
2. Number of appeals processed during fiscal year – **3**

B. Disposition of appeals.

1. Number completely upheld – **2**
2. Number partially reversed – **0**
3. Number completely reversed – **1**
  - a. Number of times each FOIA exemption used

(b)(1) – <b>0</b>	(b)(6) – <b>0</b>	(b)(7)(E) – <b>0</b>
(b)(2) – <b>0</b>	(b)(7)(A) – <b>0</b>	(b)(7)(F) – <b>0</b>
(b)(3) – <b>0</b>	(b)(7)(B) – <b>0</b>	(b)(8) – <b>0</b>
(b)(4) – <b>0</b>	(b)(7)(C) – <b>0</b>	(b)(9) – <b>0</b>
(b)(5) – <b>0</b>	(b)(7)(D) – <b>0</b>	

4. Other reasons for non-disclosure (total) – **N/A**
  - a. no records – **2**
  - b. referrals – **N/A**
  - c. withdrawn – **N/A**
  - d. fee-related – **N/A**
  - e. records not reasonably described – **N/A**
  - f. not a proper request for some other reason – **N/A**
  - g. not an agency record – **N/A**
  - h. duplicate request – **N/A**
  - i. other – **N/A**

VII. Compliance with Time Limits

- A. Median time for processing requests.
  - 1. Simple Requests – **N/A (Multi-Track Processing Not Used)**
  - 2. Complex Requests
    - a. number of requests processed – **142**
    - b. median number of days to process – **33**
  - 3. Requests accorded expedited processing – **0**
- B. Status of pending requests.
  - 1. Number of requests pending at end of Fiscal Year 2000 – **14**
  - 2. Median days that such requests were pending as of that date – **21**

VIII. Comparisons with Previous Years – **Not Provided.**

- A. Comparison of number of requests received – **The FLETC received 152 FOIA requests in Fiscal Year 2000 compared to 83 requests received in Fiscal Year 1999. This represents an 83% increase in the total number of requests received.**
- B. Comparison of number of requests processed – **The FLETC processed 142 requests in Fiscal Year 2000 compared to 80 requests processed in Fiscal Year 1999. This represents a 78% increase in the total number of requests processed.**
- C. Comparison of median number of days requests were pending as of the end of the fiscal year – **The median number of days requests were pending at the end of Fiscal Year 2000 was 21 days compared to 13 days in Fiscal Year 1999.**
- D. Other statistics significant to agency – **N/A**
- E. Other narrative statements describing agency efforts to improve timeliness of FOIA performance and to make records available to the public (e.g., backlog-reduction efforts; specification of average number of hours per processed request; training activities; public availability of new categories of records) – **Due to the increasing volume of requests and the workload associated with processing these requests, the FLETC hired a full-time Disclosure Officer. This position came on board in July 2000. We expect this to reduce the median number of days to process a request to below 20 days. In addition, the FLETC is currently undertaking efforts to make more information available through our electronic reading room. Specifically, we are taking steps to make more information concerning our procurement activities available on-line. As the majority of our requests are for procurement information, we expect this will significantly reduce the total number of requests we process and make the information more readily available to the public in a timelier fashion. In addition, as these types of requests generally require additional time to**

**perform submitter notification, this should also help to reduce the median number of days that it takes the FLETC to process a request.**

IX. Costs/FOIA Staffing

A. Staffing Levels

1. Number of full time FOIA personnel – **1 (This figure represents the newly-hired, full-time Disclosure Officer. However, as this person was only on-board for 3 months of Fiscal Year 2000, only 0.25 work-years were included in the total number of personnel.)**
2. Number of personnel with part-time or occasional FOIA duties (in total work years) – **1.20**
3. Total number of personnel (in work-years) – **1.45**

B. Total Costs

1. FOIA processing – **\$104,972.26**
2. Litigation-related activities – **\$0.00**
3. Total costs – **\$104,972.26**

C. Statement of additional resources needed for FOIA compliance – **While the availability of frequently requested records on our website or in electronic format decreased processing time and cost for some requests, the majority of requests increased in complexity. The FLETC experienced a significant increase in the number of FOIA requests received and processed during Fiscal Year 2000. Due to an increased public interest in gaining access to Federal information, we do not foresee any changes to this pattern. However, the hiring of a full-time Disclosure Officer and the previously mentioned efforts we are undertaking with respect to our electronic reading room should help us to reduce the workload. Therefore, at this time, no additional resources are required.**

X. Fees.

- A. Total fees collected Fiscal Year 2000 – **\$593.40**
- B. Percentage of total costs – **0.6%**

XI. FOIA Regulations – **None Attached**