

**OFFICE OF INSPECTOR GENERAL
FY 2000 ANNUAL REPORT**

A. LIST EXEMPTION 3 STATUES:

1. Brief description of types(s) of information withheld under each statute.

Rule 6(e), Federal Rules of Criminal Procedure – Grand Jury material.

2. Statement of whether a court has upheld the use of each statute. If so cite example.

B. NUMBER OF INITIAL REQUESTS: (including all access requests, whether first party or third party)

1. Number of requests pending at end of FY 1999:	74
2. Number of requests received during FY 2000:	591
3. Number of requests processing during FY 2000:	610
4. Number of requests pending at end of FY 2000:	55

C. DISPOSITION OF INITIAL REQUESTS:

1. Number of total grants:	376
2. Number of partial grants:	109
3. Number of denials:	43

a. Number of times each FOA exemption used: (count each exemption once per requests)

(1) Exemption 1	0
(2) Exemption 2	1
(3) Exemption 3	5
(4) Exemption 4	4
(5) Exemption 5	1
(6) Exemption 6	34
(7) Exemption 7 (A)	33
(8) Exemption 7 (B)	0
(9) Exemption 7 (C)	66
(10) Exemption 7 (D)	8
(11) Exemption 7 (E)	3
(12) Exemption 7 (F)	7
(13) Exemption 8	0
(14) Exemption 9	0

4. Other reasons for nondisclosure (total):		83
a. No Records	28	
b. Referred elsewhere	27	
c. Request withdrawn	9	
d. Fee-related reason	6	
e. Records not reasonably described	5	
f. Not a proper FOIA request for some reason	7	
g. Not an agency record	0	
h. Duplicate request	1	
i. Other (specify)	0	

D. NUMBER OF APPEALS:

1. Number of appeals received during FY 2000:	13
2. Number of appeals processed during FY 2000:	14

E. DISPOSITION OF APPEALS:

1. Number of completed upheld	12
2. Number of partially reversed	0
3. Number completely reversed	0

a. Number of times each FOA exemption used:
(count each exemption once per appeal)

(1) Exemption 1	0
(2) Exemption 2	0
(3) Exemption 3	0
(4) Exemption 4	0
(5) Exemption 5	1
(6) Exemption 6	1
(7) Exemption 7 (A)	4
(8) Exemption 7 (B)	0
(9) Exemption 7 (C)	7
(10) Exemption 7 (D)	5
(11) Exemption 7 (E)	1
(12) Exemption 7 (F)	0
(13) Exemption 8	0
(14) Exemption 9	0

4. Other reasons for nondisclosure (total):		2
a. No Records	0	
b. Referred elsewhere	0	
c. Request withdrawn	1	
d. Fee-related reason	0	
e. Records not reasonably described	0	
f. Not a proper FOIA request for some reason	0	
g. Not an agency record	0	
h. Duplicate request	0	
i. Other (specify) _____	1	

F. MEDIAN PROCESSING TIME FOR REQUESTS: (OIG uses calendar days.)

1. Simple requests (if multiple tracks used)		
a. Number of requests processed	527	
b. Median number of days to process	5.0	
2. Complex requests (specify for any and all tracks used)		
a. Number of requests processed	83	
b. Median number of days to process	160.0	
3. Requests accorded expedited processing		
a. Number of requests processed	0	
b. Median number of days to process		

G. STATUS OF PENDING REQUESTS (Agencies using multiple tracks may provide numbers for each track as well as totals.)

1. Number of requests pending at end of FY 2000	55
2. Median number of days requests were pending as of FY 2000	295.0*

***A 1998 request response is being delayed because we are waiting for a decision from the District court regarding FOIA litigation.**

H. DESCRIBE AGENCY EFFORTS TO:

1. Improve timeliness:

Audit reports are reviewed prior to final release and revised so that no redactions are necessary. When signed, the reports are quickly published on the Internet.

The executive summaries for the audit reports completed each month are automatically sent to interested Members of Congress and the press.

2. Reduce backlog:

New requests are screened initially to determine if they can be answered quickly. The more complicated requests requiring research and review are placed in a queue and worked in order of receipt

3. Provide training:

FOIA personnel addressed audit staff at the seven regional Professional Development conferences providing guidance on how to write audit reports that will not require redaction pursuant to the FOIA.

The FOIA staff attended training conducted by the American Society of Access Professionals, Department of Justice, and commercially provided training.

4. Add new categories of record:

I. TOTAL COSTS:

- | | | |
|----|--|-----------|
| 1. | FOIA processing (including appeals): | \$263,155 |
| 2. | Litigation-related activities (estimated): | 54 |
| 3. | Total costs: | \$263,209 |
| 4. | Statement of additional resources needed: | |

An additional analyst is needed in order to assist in the review of audit reports to prepare them for publication on the Internet and to work on reducing the backlog of pending requests.

J. FEES:

- | | | |
|----|---|------------|
| 1. | Total fees collected for search, review, duplication, and other direct costs permitted by agency regulations: | \$1,303.79 |
| 2. | Percentage of total costs: | .005% |

K. URL FOR AGENCY FOIA REGULATIONS (including FEE Schedule):

www.usda.gov/news/foia/regulat.htm

L. STAFFING LEVELS

1. Number of full-time FOIA personnel: 2
2. Number of personnel with part-time or occasional FOIA duties
(in work-years): 1.5
3. Total number of personnel (work-years): 3.5