

Grain Inspection, Packers and Stockyards Administration
FY 2002 Annual FOIA Report

Sections I. Basic Information, II. How to Make a FOIA Request, and III. Definitions of Terms, will be completed by the Office of Communications.

IV. Exemption 3 Statutes

A. List of Exemption 3 statutes relied on by agency during current fiscal year: NONE

1. Brief description of type(s) of information withheld under each statute.
2. Statement of whether a court has upheld the use of each statute. If so cite example.

V. Initial FOIA/PA Access Requests

A. Number of Initial Requests: *(include all access requests, whether first party or third party)*
(NOTE: The total of Lines 1 and 2, minus Line 3, should equal Line 4.)

1. Number of requests pending at end of FY 01 _____ 11 _____
2. Number of requests received during FY 02 _____ 72 _____
3. Number of requests processed during FY 02 _____ 79 _____
4. Number of requests pending at end of FY 02 _____ 4 _____

B. Disposition of Initial Requests: *(NOTE: The total of Lines 1, 2, 3, and 4 should equal the number of requests processed shown in Line 3 of Part A.)*

1. Number of total grants _____ 30 _____
2. Number of partial grants _____ 29 _____
3. Number of denials _____ 1 _____
- a. Number of times each FOIA exemption used: *(count each exemption once per request)*
 - (1) Exemption 1 _____ 0 _____
 - (2) Exemption 2 _____ 0 _____
 - (3) Exemption 3 _____ 0 _____
 - (4) Exemption 4 _____ 14 _____
 - (5) Exemption 5 _____ 11 _____
 - (6) Exemption 6 _____ 16 _____
 - (7) Exemption 7(A) _____ 3 _____
 - (8) Exemption 7(B) _____ 0 _____
 - (9) Exemption 7(C) _____ 1 _____
 - (10) Exemption 7(D) _____ 6 _____
 - (11) Exemption 7(E) _____ 1 _____
 - (12) Exemption 7(F) _____ 0 _____

(13) Exemption 8 _____ 0 _____

(14) Exemption 9 _____ 0 _____

4. Other reasons for nondisclosure: (total) _____ 19 _____

a. No records _____ 10 _____

b. Referred elsewhere (See Note) _____ 0 _____

c. Request withdrawn _____ 1 _____

d. Fee-related reason _____ 6 _____

e. Records not reasonably described _____ 0 _____

f. Not a proper FOIA request for some reason _____ 2 _____

g. Not an agency record _____ 0 _____

h. Duplicate request _____ 0 _____

i. Other (specify) _____ 0 _____

(Note: Do not count requests referred within your agency in this category, it pertains only to requests that are referred outside of your agency)

VI. APPEALS OF INITIAL DENIALS OF FOIA/PA REQUESTS (includes all access requests, whether first-party or third-party).

A. Number of Appeals:

1. Number of appeals received during FY 02 _____ 4 _____

2. Number of appeals processed during FY 02 _____ 3 _____

B. Disposition of Appeals:

1. Number completely upheld _____ 3 _____

2. Number partially reversed _____ 0 _____

3. Number completely reversed _____ 0 _____

a. Number of times each FOIA 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 _____ 0 _____

(6) Exemption 6 _____ 0 _____

(7) Exemption 7(A) _____ 0 _____

(8) Exemption 7(B) _____ 0 _____

(9) Exemption 7(C) _____ 0 _____

(10) Exemption 7(D) _____ 0 _____

(11) Exemption 7(E) _____ 0 _____

(12) Exemption 7(F) _____ 0 _____

(13) Exemption 8 _____ 0 _____

(14) Exemption 9 ____0____

- 4. Other reasons for nondisclosure (total):__33____
 - a. No records ____0____
 - b. Referred elsewhere ____0____
 - c. Request withdrawn ____0____
 - d. Fee-related reason ____3____
 - 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) ____0____

VII. COMPLIANCE WITH TIME LIMITS/STATUS OF PENDING REQUESTS.

A. Median Processing Time For Requests: *(Example for calculation of median: Given 7 requests completed during the fiscal year, aged 10, 25, 35, 65, 75, 80, and 400 days from date of perfection to date of completion, the total number of requests completed during the fiscal year would be 7 and the median age of the completed requests would be 65 days.)*

- 1. Simple requests (if multiple tracks used)
 - a. Number of requests processed _____
 - b. Median number of days to process _____

- 2. Complex requests (specify for any and all tracks used)
 - a. Number of requests processed ____79____
 - b. Median number of days to process ____10____

3. Requests accorded expedited processing
 - a. Number of requests processed 0
 - b. Median number of days to process 0

(NOTE: The number of requests listed in the different tracks must equal the number of requests processed from section A, Line 3.)

B. 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 02 4
2. Median number of days requests were pending at end of FY 02 12

VIII. COMPARISONS WITH PREVIOUS YEAR(S) (Optional)

E. Describe Agency Efforts To:

1. Improve timeliness
2. Reduce backlog
3. Provide training
4. Add new categories of records

IX. COSTS/FOIA STAFFING.

A. Staffing Levels:

1. Number of full-time FOIA personnel 0
2. Number of personnel with part-time or occasional FOIA duties (in work-years) .56
3. Total number of personnel (Work-years) .56

B. Total Costs: *(include staff and all resources) (Note: Use +20% for overhead.)*

1. FOIA processing (including appeals) \$52,871
2. Litigation-related activities (estimated) 0
3. Total costs \$52,871
4. Comparison with previous year(s) (optional)

C. Statement of additional resources needed for FOIA compliance (optional).

X. FEES: (includes charges for search, review, document duplication, and any other direct costs permitted under agency regulations.)

- A. Total amount of fees collected for processing requests \$4,059
- B. Percentage of total costs 7.7%

XI. FOIA REGULATIONS: (including Fee Schedule):