



RISK MANAGEMENT AGENCY (RMA)  
FY 1998 Annual FOIA Report

NUMBER OF INITIAL REQUESTS

1. Number of requests pending at end of FY 97 9
2. Number of requests received during FY 98 40
3. Number of requests processed during FY 98 40
4. Number of requests pending at end of FY 98 2

DISPOSITION OF REQUESTS

1. Number of total grants 29
2. Number of partial grants 9
3. Number of denials 8

FOIA exemption used:

Exemption 1 \_\_\_\_\_

Exemption 2 \_\_\_\_\_

Exemption 3 \_\_\_\_\_

Exemption 4 5

Exemption 5 1

Exemption 6 5

Exemption 7(A) 4

Exemption 7(B) \_\_\_\_\_

Exemption 7(C) 1

Exemption 7(D) \_\_\_\_\_

Exemption 7(E) \_\_\_\_\_

Exemption 7(F) \_\_\_\_\_

Exemption 8 \_\_\_\_\_

Exemption 9 \_\_\_\_\_

Other reasons for nondisclosure:

No records 2

Referred elsewhere 3

Request withdrawn 2

Fee-related reason \_\_\_\_\_

Records not reasonably described \_\_\_\_\_

Not a proper FOIA request for some reason \_\_\_\_\_

Not an agency record \_\_\_\_\_

Duplicate request \_\_\_\_\_

Other (specify) \_\_\_\_\_

#### NUMBER OF APPEALS

1. Number of appeals received during FY 98 0

2. Number of appeals processed during FY 98 \_\_\_\_\_

#### DISPOSITION OF APPEALS

1. Number completely upheld \_\_\_\_\_

2. Number partially reversed \_\_\_\_\_

3. Number completely reversed \_\_\_\_\_

FOIA exemption used:

Exemption 1 \_\_\_\_\_

Exemption 2 \_\_\_\_\_

Exemption 3 \_\_\_\_\_

Exemption 4 \_\_\_\_\_

Exemption 5 \_\_\_\_\_

Exemption 6 \_\_\_\_\_

Exemption 7(A) \_\_\_\_\_

Exemption 7(B) \_\_\_\_\_

Exemption 7(C) \_\_\_\_\_

Exemption 7(D) \_\_\_\_\_

Exemption 7(E) \_\_\_\_\_

Exemption 7(F) \_\_\_\_\_

Exemption 8 \_\_\_\_\_

Exemption 9 \_\_\_\_\_

Other reasons for nondisclosure:

No records \_\_\_\_\_

Referred elsewhere \_\_\_\_\_

Request withdrawn \_\_\_\_\_

Fee-related reason \_\_\_\_\_

Records not reasonably described \_\_\_\_\_

Not a proper FOIA request for some reason \_\_\_\_\_

Not an agency record \_\_\_\_\_

Duplicate request \_\_\_\_\_

Other (specify) \_\_\_\_\_

#### MEDIAN PROCESSING TIME FOR REQUESTS

1. Simple requests (if multiple tracks used)

Number of requests processed 10

Median number of days to process 5

2. Complex requests (specify for any and all tracks used)

Number of requests processed 28

Median number of days to process 40-60

3. Requests accorded expedited processing

Number of requests processed \_\_\_\_\_

Median number of days to process \_\_\_\_\_

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 98 \_\_\_\_\_

2. Median number of days requests were pending at end of FY 98 \_\_\_\_\_

DESCRIBE AGENCY EFFORTS TO:

Improve timeliness Update and maintain a RMA Web page

Reduce backlog Process simple requests while waiting for completion and review of more complex requests.

Provide training Attend all DOJ FOIA classes and seminars.

Add new categories of records \_\_\_\_\_

#### TOTAL COSTS

1. FOIA processing \$8,204.90
2. Litigation-related activities (estimated) 0
3. Total costs \$8,204.90

Statement of additional resources needed \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

#### FEES

1. Total fees collected for search, review, duplication, and other direct costs permitted by agency regulations \$7,642.60
2. Percentage of total costs 90%

URL FOR AGENCY FOIA REGULATIONS (including Fee Schedule): \_\_\_\_\_

\_\_\_\_\_

#### STAFFING LEVELS

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