United States Department of Agriculture

Office of Communications

1400 Independence Ave, SW

Washington, DC 20250-1300

USDA Risk Management Agency (RMA)
FY 1999 Annual FOIA Report

A. LIST EXEMPTION 3 STATUTES:

1. Brief description of type(s) of information withheld under each statute. N/A

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

N/A

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

1. Number of requests pending at end of FY 98 _____2_____

2. Number of requests received during FY 99 _____67_____

3. Number of requests processed during FY 99 _____67_____

4. Number of requests pending at end of FY 99 _____0_____

C. DISPOSITION OF INITIAL REQUESTS:

1. Number of total grants _____62_____

2. Number of partial grants _____8_____

3. Number of denials _____5_____

   a. Number of times each FOIA exemption used: *(count each exemption once per request)*

   (1) Exemption 1 _____

   (2) Exemption 2 _____

   (3) Exemption 3 _____

   (4) Exemption 4 ____7_____

1

(5) Exemption 5 ____1_____

(6) Exemption 6 ____4_____

(7) Exemption 7(A) __1_____

(8) Exemption 7(B) _____

(9) Exemption 7(C) ___2_____

(10) Exemption 7(D) ___6_____

(11) Exemption 7(E) _____

(12) Exemption 7(F) _____

(13) Exemption 8 _____

(14) Exemption 9 _____

4. Other reasons for nondisclosure: (total)____15_____

     a. No records ____9_____

     b. Referred elsewhere ____1_____

     c. Request withdrawn ____2_____

     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 ____3_____

     h. Duplicate request ____0_____

     i. Other (specify) _____0____

D. NUMBER OF APPEALS:

1. Number of appeals received during FY 99 _____3_____

2. Number of appeals processed during FY 99 ____1_____

E. DISPOSITION OF APPEALS:

1. Number completely upheld ____0_____

2. Number partially reversed _____0_____

3. Number completely reversed ___1_____

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

   (1) Exemption 1 _____

   (2) Exemption 2 _____

   (3) Exemption 3 _____

   (4) Exemption 4 ____2_____

   (5) Exemption 5 _____

   (6) Exemption 6 _____

   (7) Exemption 7(A) _____

   (8) Exemption 7(B) _____

   (9) Exemption 7(C) _____

   (10) Exemption 7(D) ____1_____

   (11) Exemption 7(E) _____

   (12) Exemption 7(F) _____

(13) Exemption 8 _____

(14) Exemption 9 _____

4. Other reasons for nondisclosure (total):___0_____

    a. No records _____

    b. Referred elsewhere _____

    c. Request withdrawn _____

    d. Fee-related reason _____

    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_____

F. MEDIAN PROCESSING TIME FOR REQUESTS: *(Example for calculation of median: Given 7 request 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) **RMA does not use tracks**

    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 _____

    b. Median number of days to process _____

3. Requests accorded expedited processing

    a. Number of requests processed _____

    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 99 _____

2. Median number of days requests were pending at end of FY 99 _____

H. DESCRIBE AGENCY EFFORTS TO:

    1. Improve timeliness ____X_____

    2. Reduce backlog _____

    3. Provide training _____X_____

    4. Add new categories of records _____

I. TOTAL COSTS: *(include staff and all resources)*

1. FOIA processing (including appeals) _____

2. Litigation-related activities (estimated) _____

3. Total costs _____

4. Statement of additional resources needed _____

J. FEES:

1. Total fees collected for search, review, duplication, and other direct costs permitted by

agency regulations ____$312.70_____

2. Percentage of total costs _____

K URL FOR AGENCY FOIA REGULATIONS: *(including Fee Schedule):*_____

L. 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) _____2_____