IV. Exemption 3 Statutes

A. List of Exemption 3 statutes relied on by agency during current fiscal year:

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.

None

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 00 _______ 6 ________
2. Number of requests received during FY 01 _________ 97 __________
3. Number of requests processed during FY 01 _________ 92 __________
4. Number of requests pending at end of FY 01 _________ 11 __________

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 ______ 41 ________
2. Number of partial grants ______ 28 ________
3. Number of denials _______ 0 ________
   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 _____ 19 _____
   (5) Exemption 5 _____ 12 _____
(6) Exemption 6 ___13_____
(7) Exemption 7(A) ___2_______
(8) Exemption 7(B) ___0_______
(9) Exemption 7(C) ___0_______
(10) Exemption 7(D) ___3_______
(11) Exemption 7(E) ___0_______
(12) Exemption 7(F) ___0_______
(13) Exemption 8 ___0_______
(14) Exemption 9 ___0_______

4. Other reasons for nondisclosure: (total) ___23_____
   a. No records ___15_______
   b. Referred elsewhere (See Note) ___4_______
   c. Request withdrawn ___1_______
   d. Fee-related reason ___1_______
   e. Records not reasonably described ___0_______
   f. Not a proper FOIA request for some reason ___0_______
   g. Not an agency record ___2_______
   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 01 ___8_______
   2. Number of appeals processed during FY 01 ___6_______

B. Disposition of Appeals:
   1. Number completely upheld ___6_______
   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_______

2
(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): ___6____
   a. No records ___6______
   b. Referred elsewhere ___0____
   c. Request withdrawn ___0____
   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) ___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 ___92_____
   b. Median number of days to process _14_________
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 01 ___11_______
2. Median number of days requests were pending at end of FY 01 ___3_______

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

E. Describe Agency Efforts To:
   1. Improve timeliness __________
   2. Reduce backlog __________
   3. Provide training __GIPSA will issue new FOIA Directive in FY 2002__
   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) _.96__
   3. Total number of personnel (Work-years) __.96_______

B. Total Costs: (include staff and all resources) (Note: Use +20% for overhead.)
   1. FOIA processing (including appeals) ___$83,370_______
   2. Litigation-related activities (estimated) ___0_______
   3. Total costs ___$83,370________
   4. Comparison with previous year(s) (optional) ____FY 2000 $69,238_________

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 ____$6,254.12______
B. Percentage of total costs ___7.5%_____

XI. **FOIA REGULATIONS**: *(including Fee Schedule):* [www.usda.gov/gipsa/newsroom/e-foia/foia2.htm](http://www.usda.gov/gipsa/newsroom/e-foia/foia2.htm)