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.)

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of requests pending at end of FY 01</td>
<td>11</td>
</tr>
<tr>
<td>2. Number of requests received during FY 02</td>
<td>72</td>
</tr>
<tr>
<td>3. Number of requests processed during FY 02</td>
<td>79</td>
</tr>
<tr>
<td>4. Number of requests pending at end of FY 02</td>
<td>4</td>
</tr>
</tbody>
</table>

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.)

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of total grants</td>
<td>30</td>
</tr>
<tr>
<td>2. Number of partial grants</td>
<td>29</td>
</tr>
<tr>
<td>3. Number of denials</td>
<td>1</td>
</tr>
<tr>
<td>a. Number of times each FOIA exemption used:</td>
<td></td>
</tr>
<tr>
<td>(count each exemption once per request)</td>
<td></td>
</tr>
<tr>
<td>(1) Exemption 1</td>
<td>0</td>
</tr>
<tr>
<td>(2) Exemption 2</td>
<td>0</td>
</tr>
<tr>
<td>(3) Exemption 3</td>
<td>0</td>
</tr>
<tr>
<td>(4) Exemption 4</td>
<td>14</td>
</tr>
<tr>
<td>(5) Exemption 5</td>
<td>11</td>
</tr>
<tr>
<td>(6) Exemption 6</td>
<td>16</td>
</tr>
<tr>
<td>(7) Exemption 7(A)</td>
<td>3</td>
</tr>
<tr>
<td>(8) Exemption 7(B)</td>
<td>0</td>
</tr>
<tr>
<td>(9) Exemption 7(C)</td>
<td>1</td>
</tr>
<tr>
<td>(10) Exemption 7(D)</td>
<td>6</td>
</tr>
<tr>
<td>(11) Exemption 7(E)</td>
<td>1</td>
</tr>
<tr>
<td>(12) Exemption 7(F)</td>
<td>0</td>
</tr>
</tbody>
</table>
(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   c. Request withdrawn _____1_______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_____

2
(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):______