

*Arming the People*  
*“...with the power*  
*knowledge gives”*

**An OMB Watch Report on the  
Implementation of  
the 1996 “EFOIA” Amendments  
to the  
Freedom of Information Act**

**April 1998**

Prepared by Jennifer J. Henderson (Information Policy Consultant with OMB Watch), with Patrice McDermott (Information Policy Analyst).

The authors thank Lucinda Sikes and Michael Tankersley of Public Citizen and Paul McMasters of Freedom Forum for their assistance in reviewing and editing the report. Any errors or omissions are the sole responsibility of the authors.

This report was prepared in part with support from  
The Bauman Foundation  
The John D. & Catherine T. MacArthur Foundation  
The Rockefeller Family Foundation

If you have questions about this report, please contact Patrice McDermott at OMB Watch, 1742 Connecticut Avenue, N.W., Washington, D.C. 20009; 202-234-8494. For further information about OMB Watch, please visit our web site: <http://ombwatch.org/ombwatch.html>

*A popular Government without popular information or the means of acquiring it, is but a Prologue to a Farce or a Tragedy or perhaps both. Knowledge will forever govern ignorance, and a people who mean to be their own Governors, must arm themselves with the power knowledge gives.” James Madison. Letter to W.T. Barry, Aug. 4, 1822, in G.P. Hunt, ed., IX The Writings of James Madison 103 (1910).]*

## **CONTENTS**

- 2 Executive Summary**
- 6 Background**
- 9 OMB Watch Study Methodology**
- 10 OMB Watch Study Results**
- 14 Policy Recommendations**
- 16 Appendix A — Letter of Inquiry**
- 18 Appendix B — Response to Letter of Inquiry**
- 20 Appendix C — Agency & Department Home Pages & FOIA Sites**
- 26 Appendix D — Requirements Compliance, by Agency**

This report is also being issued as a Special Issue of The GOVERNMENT INFORMATION INSIDER, Patrice McDermott, editor. The GOVERNMENT INFORMATION INSIDER is published by OMB Watch, 1742 Connecticut Ave., NW, Washington, DC 20009; 202-234-8494. OMB Watch is a nonprofit public interest group that monitors the Executive Branch and advocates for broad public participation in government decision-making and a more open and accountable federal government.

---

# *Arming the People*

## *“...with the power knowledge gives”*

### A Report on the Implementation of The Electronic Freedom of Information Act Amendments of 1996

#### Executive Summary

On October 2, 1996, President Clinton signed the Electronic Freedom of Information Act (EFOIA) amendments into law. These new provisions of the 30 year-old Freedom of Information Act (FOIA) are the first to guarantee public access to federal government information *electronically*. By agencies making records, record indexes, and a FOIA guide available online to fulfill these amendments, members of the public can now easily find and access information regarding federal government projects and policies. Or can they?

Many of the deadlines outlined in the EFOIA amendments have come and gone. Still, a majority of agencies have not yet met their obligations to provide electronically all information outlined in the amendments.

This report was based on the examination of 135 federal EFOIA web sites to determine the level of compliance to the 1996 amendments. To substantiate this initial research, a letter requesting information regarding the current status of and future plans for meeting the EFOIA amendments was sent to 84 agencies and commissions. Of the 84 requests for information sent, 39 were returned. Of these, two-thirds treated our letter as a FOIA request; half of these sent no further information.

Overall, this study found that:

- In a majority of agencies, EFOIA information is difficult to find online. It is rarely visible on the agency's main home page, and often takes a great deal of searching to find even a hint. The Amendments did not *require* that the information be easily found, so this is not a quantified item in this report; it is an observation based on review of the 135 web sites.
- More specifically, of the 57 agencies examined (*Appendix D*), 13 (23%) have no EFOIA presence, 44 (73%) have varying degrees of compliance with the requirements, and, as of January 31, 1998, no agency had complied fully with the amendments.
- While the vast majority of agencies have yet to fulfill the requirements of the amendments, there are a number of exemplary EFOIA implementors who should be applauded for their work. For example, the Department of Defense and the Federal Communications Commission maintain excellent search engines and home pages to make research easy and information accessible. Others, such as the Small Business Administration and the National Science Foundation provide forms to submit FOIA requests online, accelerating the public's access to federal government information. Still others such as the Veteran's Administration accommodate a variety of low-tech and high-tech users by using with audio-visual, and text-only sites.
- In the best cases, agencies see the EFOIA as an opportunity to help both citizens and themselves. Many agencies have found that when information frequently requested under FOIA is provided electronically, especially over the Internet, the number of requests for this information declines substantially and agency resources are saved.
- In agencies that have decentralized the responsibility for EFOIA to satellite offices in different units within the agency, there is often an uneven dissemination of information due to a "hands-off" approach. While some departments or bureaus of an agency have excellent EFOIA guides, indexes and reading rooms, others have absolutely no information disseminated online.
- Agencies are moving at a great speed to provide information online. Unfortunately, this information is often unorganized, unrelated, and difficult to find. In many cases, agencies may have complied with EFOIA requirements, but we were unable to verify this compliance because no clear markers for this information existed on these web sites.

- The Office of Management and Budget (OMB), assigned the responsibility of providing guidance on the implementation of EFOIA, has done little to aid agencies in fulfilling their requirements. Agencies, therefore, have looked to the Department of Justice for detailed explanations of the amendments as well as guidance and examples of implementation and reporting. While the DOJ information is very useful, its availability does not relieve OMB of its responsibility to ensure that agencies have adequate information to implement the law.

- The guidance that OMB *has* provided has led some agencies to be out of compliance with the law. April 7, 1997, guidance from OMB on the index requirements of the Amendments recommended “establishing a Government Information Locator Service (GILS) presence.” Eighteen agencies (32%) have taken this advice, regardless of whether their GILS “presence” met the requirements of the Amendments or not.

This study indicates that overall, agency compliance with the EFOIA amendments has been overwhelmingly inadequate. There are three overriding reasons for this conclusion:

1. Congress has not provided the necessary funding to carry out the implementation of the amendments.
2. OMB has not provided adequate guidance or assistance to agencies during the implementation process.
3. By failing to comply fully with the EFOIA amendments, agencies have yet to make public access to government information a priority.



## Results of EFOIA Online Study

Requirement	Guide/Handbook	Index of Major Info. Systems	Online Reading Room	Fed. Register. & other Docs. Created <i>After</i> 11/01/96	Identifiable Repeatedly Requested Records Created <i>After</i> 11/01/96
<b>Date Required to be Online</b>	November 1, 1997**	March 31, 1997	November 1, 1997	November 1, 1997	November 1, 1997
<b>All Web Sites (Including EOP)</b>	Total 135 Yes 64 (47%) Centralized 31 (23%) Decentralized 2 (1%) No 38 (28%)	Total 135 Yes 14 (10%) Decentralized 1 (1%) No 96 (70%) OMBMemo 24 (8%)	Total 135 Yes 71 (53%) Centralized 2 (1%) Decentralized 5 (4%) No 57 (42%)	Total 135 Yes 54 (40%) Centralized 1 (1%) Decentralized 4 (3%) No 58 (43%) Empty page 18 (13%)	Total 135 Yes 9 (14%) Decentralized 5 (4%) No 84 (62%) Empty page 27 (20%)
<b>All Web Sites (Without EOP Offices)</b>	Total 130 Yes 62 (48%) Centralized 31 (24%) Decentralized 2 (2%) No 33 (25%)	Total 130 Yes 14 (11%) Decentralized 1 (1%) No 92 (71%) OMBMemo 23 (18%)	Total 130 Yes 70 (54%) Centralized 2 (2%) Decentralized 5 (4%) No 53 (42%)	Total 130 Yes 52 (40%) Centralized 1 (1%) Decentralized 4 (3%) No 55 (42%) Empty page 18 (14%)	Total 130 Yes 19 (9%) Centralized 5 (4%) No 80 (62%) Empty page 26 (20%)
<b>Agencies Only (no divisions, bureaus, etc..)</b>	Total 57 Yes 31 (54%) Decentralized 2 (4%) No 24 (42%)	Total 57 Yes 9 (16%) Decentralized 1 (2%) No 29 (51%) OMBMemo 18 (32%)	Total 57 Yes 16 (28%) Decentralized 5 (9%) No 36 (63%)	Total 57 Yes 26 (46%) Decentralized 4 (7%) No 27 (47%)	Total 57 Yes 6 (11%) Decentralized 5 (9%) No 44 (77%) Empty page 2 (4%)

\*Results from research of "all web sites" differ widely from those of "agencies only." This is due to the fact that some agencies had many bureaus with compliance different from that of the main agency. For example, the Department of Justice had 33 bureaus with reading rooms. If you look at the data from the "agencies only," this shows up as 1 "decentralized" rather than 33 "yes." For data on specific agencies and/or their bureaus, please see Appendix D.

As with the chart, "Empty page" denotes a category that was labeled online but which contained no data. "OMB Memo" indicates agencies who followed OMB's Guidance on the use of the GILS as fulfilling this requirement.

Findings from this study reveal the following conclusions:

1. OMB must provide better guidance and support to agencies by 1) articulating exactly what information must be included on agency web sites to be in compliance, 2) establishing a clear definition of what constitutes a repeatedly requested record, and most importantly, 3) explaining how EFOIA fits into the larger framework of federal information policy.
2. Agencies' information must be better organized to make locating records online a user-friendly experience. Special emphasis should be placed on providing easily-identified headings for EFOIA requirements, such as the Index of Major Information Systems, EFOIA Handbook, and Repeatedly Requested Records.
3. Enforcement mechanisms for agency non-compliance must be established immediately. Currently, agencies that do not meet the requirements outlined in the EFOIA amendments are neither identified or punished for non-compliance.



# I. BACKGROUND

## Evolution of the Freedom of Information Act and Electronic Freedom of Information Act Amendments

The Freedom of Information Act was first signed into law in 1966. Through this Act, every citizen of the United States gained the right to access and obtain reproductions of records created and maintained by federal government agencies. The Act was originally created to “ensure an informed citizenry, vital to the functioning of a democratic society, needed to check against corruption and to hold the governors accountable to the governed.”

Since 1966, the Freedom of Information Act has been amended six times: in 1974, (with minor amendments in 1976, 1978, and 1984), in 1986, and, most recently, in 1996. In each instance, the original Act has been broadened to include more information deemed necessary to the public as well as to the oversight of the federal government.

The Freedom of Information Act covers records created within federal departments, agencies, and offices, federal regulatory agencies, and federal corporations. As defined by the Act, records include paper documents, films, tapes, and other materials created or obtained by an agency as part of its official duties. The 1996 amendments make clear that records also include electronically-created information such as databases, word processing, and e-mail.

Under the FOIA, the federal entities listed above are required to disclose records after receipt of a written citizen request, unless the records fall within one of the nine exemptions to the Act. Records may be withheld from the public if they are:<sup>1</sup>

- Specifically authorized under criteria established by an Executive Order to be kept secret in the interest of national defense or foreign policy, and are classified as such
- Related solely to the internal personnel rules and practices of any agency
- Specifically exempted from disclosure by statute
- Trade secrets and commercial or financial information obtained from a person and privileged or confidential
- Inter-agency or intra-agency memorandums or letters which would not be available by law to a party other than an agency in litigation with the agency
- Personnel or medical files
- Records or information compiled for law enforcement purposes
- Contained in or related to examination, operating or condition reports prepared by, on behalf of, or for the use of any agency responsible for the regulation or supervision of financial institutions
- Geological and geophysical information and data

The original Freedom of Information Act has been viewed by journalists, public interest organizations, and citizens as an important tool in opening federal agency policies and practices to public scrutiny. The congressional finding accompanying the 1996 amendments to the Act state that the FOIA has “led to the disclosure of waste, fraud, abuse and wrongdoing in the Federal Government,” and has “led to the identification of unsafe consumer products, harmful drugs, and serious health hazards.”<sup>2</sup>

In general, the intent of the new amendments is to provide prompter and less complicated access to federal government records through the use of electronic communication. As noted in the floor debate, members of the public, through the Freedom of Information Act, regularly request more than 600,000 records a year from federal agencies, a volume that threatens to overwhelm some agencies. The Federal Bureau of Investigation, for example, has a “4-year lag” in fulfilling FOIA requests.<sup>3</sup> Both Representatives and Senators in their debate on these amendments noted that citizens should not have to wait this long to access information about the workings of their own government. Representative Stephen Horn said bluntly that this lag was “simply unacceptable in a free society.”<sup>4</sup>

Because the Act benefits information seekers regardless of their political affiliation, the 1996 amendments received widespread bipartisan support, passing on a vote of 402-0 in the House, and by voice vote in the Senate. President Clinton concurred the important function of this legislation, and signed the EFOIA into law on October 2, 1996.

## Requirements of the Electronic Freedom of Information Act Amendments

### Electronic Reading Rooms

The 1996 amendments require agencies to make any of the following “reading room” records created on or after November 1, 1996 available online by November 1, 1997:

- Opinions from agency adjudications, policy statements and interpretations adopted by the agency but not published in the *Federal Register*, and staff manuals and instructions that affect the public; and

Even before the EFOIA amendments were enacted, the Government Printing Office was required to make available online all materials published in the *Federal Register*.

- A new category of records – “Repeatedly Requested” records (created on or after November 1, 1996) that have been processed and released in response to a FOIA request that “the agency determines have become or are likely to become the subject of subsequent requests for substantially the same records.”

If these records cannot be accessed online by November 1, 1997, they must be made available through other electronic means, such as disk or CD-ROM by the November 1, 1997 deadline.

FOIA-processed, “repeatedly requested,” records created prior to November 1, 1996 are to be made available in the conventional (non-electronic) agency reading room.

## Reference Guides

The 1996 amendments created a new set of agency requirements to aid the public in accessing federal government information.

- By March 31, 1997, each agency must provide, in its reading room and through an electronic site<sup>5</sup>, reference material or a guide on how to request records from the agency. This reference guide must include:
  - an index of all major information systems of the agency;
  - a description of major information and record locator systems maintained by the agency; and
  - a handbook for obtaining various types and categories of public information from the agency, both through FOIA requests and through non-FOIA means..
- By December 31, 1999, each agency must provide an electronic index of all “repeatedly requested” records, regardless of date of creation.

## Electronic Records

In addition, the 1996 Amendments explicitly state that records maintained by the agency in electronic form are subject to the FOIA. For example, if an agency maintains an electronic database of information, a citizen may request the agency to search that database for requested information and produce an electronic copy of the entries that are responsive to the citizen’s request for the citizen. An agency is required, moreover, to “make reasonable efforts to maintain its records in forms or formats that are reproducible for the purposes of the [FOIA].”

## OMB Guidance on EFOIA

### GILS

The legislative history shows that Congress expected OMB to give guidance on the reference guides, and OMB is responsible, because of its duties under the Paperwork Reduction Act, of providing formal guidance to agencies regarding the implementation of the new FOIA provisions. On April 7, 1997, OMB distributed a memorandum to agencies on how to fulfill the March 31, 1997 requirements for a paper and online Freedom of Information index and guide.<sup>6</sup> Not only was the memo distributed a full week after the deadline for completion of this task, guidance from OMB on these significant new amendments was minimal. To fulfill the index requirements, OMB recommended “establishing a Government Information Locator Service (GILS) presence,” in accordance with a 1994 OMB Bulletin. While we agree with OMB that all agencies should have a well maintained GILS, this alone does not fulfill the more substantial EFOIA amendment requirements. The 1994 OMB Bulletin on GILS instructed agencies to “compile an inventory” of their “automated information systems,” Privacy Act systems of records,” and “locators that together cover all...information dissemination products,” and describe each of these three by a “GILS Core locator records...made available online.”<sup>7</sup> The EFOIA, however, does not limit agency reference guides to “automated information systems,” but rather, requires an index of “all major information systems,” a much broader category of information.<sup>8</sup>

Secondly, OMB has instructed agencies that GILS must include locators for “information dissemination products,” which in their guidelines, include only locators for *catalogs* of information disseminated to the public. EFOIA, on the other hand, does not use this strict definition, including locators for records that are not currently disseminated to the public.

Finally, entire classes of information — automated electronic mail and word processing systems — are exempted from GILS, but were specifically included in the EFOIA legislation. Therefore, agencies who follow OMB's advice of using the GILS to fulfill their obligations fall far short of meeting the EFOIA amendments<sup>9</sup>. Moreover, as noted in our report,<sup>10</sup> there is uneven and inadequate agency compliance with GILS — and no OMB enforcement of the GILS mandate.

## Guides

OMB also suggested that agencies create a guide for obtaining FOIA information. OMB explained that this guide should include:

- the location of reading rooms within the agency and its major field offices;
- a brief description of the types and categories of information available in these reading rooms;
- the location of the agency's World Wide Web home page;
- a reference to the agency's FOIA regulations and how to get a copy; and
- a reference to the agency's Freedom of Information Act annual report and how to get a copy.

These suggestions also fall far short of what is needed to fulfill EFOIA. With this memo, OMB seems to have overlooked the intent of the EFOIA legislation — to provide easier access to government information electronically. Providing an address or phone number for more information as OMB suggests only lengthens the search process for citizens. Nothing less than providing the actual "how to" guide or agency records online fulfills the intent of the Amendments. In addition, no encouragement was given to agencies to create an electronic reading room to find important and repeatedly requested agency information online.

It is disappointing to see so little guidance from OMB in this matter. From its continued lack of enforcement of the Government Information Locator Service to its current inadequate and, for some agencies misleading, EFOIA advice to agencies, OMB's actions reflect a pattern of apathy toward public access to government information.

Working in this void, many agencies have looked to the Department of Justice (DOJ) for help. Fortunately, the DOJ has provided a quality example of an EFOIA electronic reading room, the complete text of the new amendments, and a guidebook on how to submit agency end-of-the-year FOIA reports. Without this resource, many agencies would be lost in their attempts to fulfill this mandate.

On December 4, 1997, Public Citizen, a nonprofit public interest organization, filed a federal lawsuit to enforce the EFOIA. Seven federal agencies, the Office of Management and Budget, the Office of Administration in the Executive Office of the President, the Office of the U.S. Trade Representative, the Department of Education, the Department of Energy, the Department of Justice, and the Department of State were sued for failure to comply with the EFOIA requirements. The outcome of this litigation has yet to be decided in federal court.



# I. OMB Watch Study Methodology

Over a three month period between November 1, 1997 and January 31, 1998, we examined 136 unique federal government EFOIA web sites. Some EFOIA web sites represented entire agencies, while others reflected an agency division or department. The agencies, departments, bureaus and commissions for this study were selected from the Public Citizen "Agency FOIA Handbooks and References" and Department of Justice, "FOIA Administrative and Legal Contacts at Federal Agencies" web sites.<sup>11</sup> In each case, we searched for the existence and completeness of four major categories of information required under the 1996 EFOIA amendments:

- Records including *Federal Register* notices, opinions from agency adjudications, and interpretations adopted by the agency;
- An index of all major information systems;
- A FOIA guide detailing how to request records from the agency;
- An electronic reading room that contains the information listed above as well as repeatedly requested records created after November 1, 1996.

To accompany this initial research, a letter requesting information regarding the current status of and future plans for meeting the EFOIA amendments was sent to 84 agencies and commissions.<sup>12</sup> Federal agency FOIA officers listed by the Office of Information and Privacy of the U.S. Department of Justice on their FOIA home page were used as a basis for this mailing list.<sup>13</sup> The letter asked agencies to point out where we could electronically locate the four major categories of information listed above. In addition, the letter asked agency FOIA officers how they have identified which records fall into the "have become or are likely to become the subject of subsequent requests for substantially the same records" category.

When new information regarding EFOIA electronic dissemination was revealed from the agency responses, we revisited these web sites for a second look. In some cases, agencies that we initially believed were not in compliance did have the proper information, but the information was inaccessible from the agency's main home page or difficult for us to locate on the first attempt.

In all cases, we approached the web sites from the perspective of an average member of the public searching for information. In this way, we were able to separate those agencies that took the time to provide meaningful public access to their information from those that simply implemented the amendments to fulfill their obligation as quickly as possible.

Our research focused exclusively on whether agencies have made the materials required by EFOIA available on the Internet; it did not examine if agencies have made these materials available in other formats or media.

Of the 84 federal agencies, departments, bureaus and commissions on our mailing list, 28 responded to the questions we posed, eight sent letters acknowledging our request but did not answer the questions, three reported that they were not bound by FOIA or EFOIA, and 44 did not respond to our request for information.<sup>14</sup> Of the 28 that responded, only seven had established a definition within the agency for which records were considered "likely to become the subject of subsequent requests for substantially the same records." Three agencies were "following guidelines" set forth by DOJ, and 18 had not yet established criteria for repeatedly requested records.

In addition, almost two-thirds of the agencies contacted considered our letter for information a formal FOIA quest and processed it as such. Of the agencies who considered our letter a FOIA request, about one-half sent a standard form letter acknowledging our request, but sent no additional information. The other half either replied directly or sent the form letter and followed-up with information later.



## III. OMB Watch Study Results

### Complying with EFOIA Requirements – Letter and Spirit

Of the 136 agency, department and bureau web sites examined, as of January 31, 1998, no agency fulfilled all of the 1996 amendment requirements; 44 fulfilled some, but not all of the requirements outlined in the amendments; and 13 have no electronic FOIA presence.<sup>15</sup> Although we considered listing which agencies fell into each category, presenting the results in this manner seems more like a finger-pointing exercise than a valuable discussion of the success and failures of implementation. Because many agencies that did not meet all of the requirements had some positive elements of electronic dissemination, and others who fulfilled all of the requirements did so in only the most minimal manner, the categories were useful only for providing an overall picture of compliance.

The following is a discussion of highlights of and concerns with agency implementation of the 1996 EFOIA amendments. Agencies mentioned in the following discussion provide *examples only*. In most cases, they are not the *only* agency, department, bureau or commission that meets the description provided

A number of agencies responded to our letter with an explanation that they had not yet met the EFOIA requirements, but were working hard to get their information online. For example, the United States Postal Service is in “the final stages of development” of its FOIA web page; the Office of Personnel Management is currently working without a FOIA Officer, and therefore, is behind the curve on fulfilling its responsibilities.

Some of the agencies responding complained about the cost of complying with EFOIA, and observed that they have received no additional funding to meet their requirements under the Amendments. The Railroad Retirement Board, among others, noted that posting all information required under EFOIA would be “cost prohibitive.” While we would like to see all of these FOIA pages online, it is difficult to criticize these agencies too harshly. OMB should, however, take action to address this problem and ensure that agencies are able to meet their obligations to provide public access to public information.

#### ***Finding EFOIA Information Online***

A first concern for a member of the public looking for agency information that might be of use in her research is how to identify what information an agency has and how it goes about making that information available. In terms of EFOIA, this means that the citizen must first know or be able to learn that FOIA exists.

The most user-friendly web sites have a hot button on the home page that leads directly to the FOIA/EFOIA page. The best of these home pages not only have a hot button, they also include a description of what the public can find on the FOIA/EFOIA page. The U.S. Department of State has one such home page. Although its FOIA guide is found under “New Web Site,” a category users may not examine for EFOIA information, but because of an accompanying description that reads, “Freedom of Information Act, Electronic Reading Room, more...” this information is very easy to locate.<sup>16</sup>

#### ***No EFOIA Information Available***

Approximately 23% of all the web sites examined for this study contain no reference to the Freedom of Information Act or its 1996 amendments. Agencies such as the National Transportation Safety Board, the U.S. Agency for International Development, the Export-Import Bank of the United States, and the Federal Mediation and Conciliation Service have no EFOIA information and appear to be negligent in their responsibilities associated with implementing the EFOIA amendments.<sup>17</sup> Federal Mediation and Conciliation Service: <http://www.fmcs.gov/welcome.htm> Unfortunately, these agencies have a great deal of important information to offer the public, if only the public knew it existed and how to access it.

One of the most frustrating aspects of web sites that have no mention of EFOIA is that most of these sites *do* contain important information. For example, the Federal Election Commission’s web site contains valuable information about candidates and campaign finances. The Internal Revenue Service web site contains copies of tax forms, instructions on how to file taxes online and in print, as well as offers tax advice online. The Selective Service System web site answers important questions about registering for military service. Finally, the Central Intelligence Agency web site has a wealth of information available in its publications such as the “Handbook for International Economic Statistics,” and the “Factbook on Intelligence.” All four of these sites contain the kind of information that the public may seek. None, however, contain reference to the Freedom of Information Act or how to obtain information that is not available online.<sup>18</sup>

## ***EFOIA Information Available Using a Search Engine***

One of the best tools for public access to government information online is a web site search engine. When a search engine exists, research time is substantially reduced. A large number of agencies have discovered the usefulness of web site search engines. Some of the best search engines can be found at the Federal Communications Commission, and U.S. Department of Defense's Defenselink home pages.<sup>19</sup>

While search engines can transport members of the public immediately to an EFOIA site online, a major drawback to the approach is the vocabulary needed by the researcher when using the search engine. Often, search engines recognize "Freedom of Information Act," but not "FOIA," or "EFOIA." Worse, the search engine will not recognize anything but the title of a record or document, thus leaving users thinking that documents on certain subjects do not exist when they do.

Unfortunately, in a majority of agencies examined, EFOIA information, if it exists, is difficult to find online. A notation like the one used on the State Department home page is rarely visible on other agency home pages, and identification of EFOIA information often takes a great deal of searching. For example, the EFOIA information on the National Endowment for the Humanities, the U.S. International Trade Commission, and the U.S. Department of Transportation EFOIA web pages can be found only after searching through several layers of pages online.<sup>20</sup> While the information can be found, a user must be diligent in finding it. This may create a perception that the agency considers public access to government information a low priority.

Even more confusing, the language used on the home pages to identify EFOIA information differs from agency to agency. EFOIA information could be found under, "news and information," "legal," "for the public," "library," "agency organization," or any of a hundred other phrases. For example, the U.S. Marine Corps home page had their EFOIA information under the heading, "Information for Marines."<sup>21</sup> Isn't this information for the *public*?

In some cases, EFOIA web pages exist at the agency site, but could not be accessed for our study of the agency web sites. For example, the Department of Housing and Urban Development (HUD) posted an EFOIA page, but it could not be reached via the agency search engine using the terms "Freedom of Information Act" or "FOIA," or by following a pattern of direct links from the HUD home page. In this particular case, we found the HUD EFOIA page only because we had obtained the direct address for the page from the Public Citizen "Agency FOIA Handbooks and References" web site.<sup>22</sup>

The Freedom of Information Act was created for citizens to find out what their federal government is doing (or at times, not doing). While it is true that agencies are fulfilling their EFOIA mandates by offering this information somewhere online, searching for information on agency web sites should not be a guessing game for the public. This is our information. We should be able to access it easily and efficiently.

## ***Decentralized Responsibility***

Four large agencies examined for this study — the Departments of Justice, Treasury, Interior, and the Environmental Protection Agency — have decentralized EFOIA obligations to smaller departments, bureaus or regions within their larger organizations. Because meeting the EFOIA requirements is a difficult and time consuming task, decentralization of this responsibility seems like a useful solution. When some departments or bureaus ignore their decentralized responsibility, however, then this plan provides less information to the public than what is available on average from one large agency-wide electronic reading room.

Unfortunately, this decentralization has led to uneven compliance across these agencies. While some departments within agencies have taken the responsibility quite seriously and complied fully, others have met only some requirements, and still others have entirely ignored their obligations. Because of this uneven information dissemination, in most cases of decentralization, it seems as if the parent agency has taken a hands-off approach, leaving each department or bureau to fend for itself.

For example, Regions 2 and 5 of the EPA, the Bureau of Alcohol, Tobacco and Firearms and Financial Management Service of the Department of Treasury, and the Bureaus of Land Management and Reclamation as well as the U.S. Geological Survey of the Department of the Interior should all be applauded for their individual efforts in meeting EFOIA requirements.<sup>23</sup> These agency organizations have made public access a priority by implementing all EFOIA requirements by the deadlines noted. More importantly, in each case, they have made this information easy for the public to locate and access electronically.

In the case of the Department of Justice (DOJ), each department or bureau has an individual electronic reading room established, but did not necessarily meet all EFOIA amendment requirements.<sup>24</sup> While it is not clearly explained on the DOJ EFOIA web site, in most cases the complete guide to requesting information and the index of major records systems are not included in these individual reading rooms. In general, only departmental documents describing policies, opinions, adjudications or repeatedly requested records are found in these rooms, which strangely, do not link back to the division home pages but only to DOJ's FOIA site. Worse yet, many of DOJ's individual electronic reading rooms are empty except for a generic outline. The Department of Transportation (DOT), like the DOJ has decentralized its EFOIA responsibility, and in the process, created uneven information resources online. Only two of

its fourteen “Operating Administrations,” have independent EFOIA sites.<sup>25</sup> Like DOJ, DOT has centralized some of its EFOIA information, like the guide and index, but has left other requirements to individual departments that have, in many cases, not fulfilled their obligations.

## What EFOIA Information Is Available?

### *FOIA Guides to Requesting Information*

The EFOIA amendments require each agency to create a guide for the public detailing how to request information. While many agencies have provided an online guide, the best agency EFOIA web sites also explain the rights guaranteed to the public through the FOIA and its amendments. They clearly articulate not only how to go about requesting information, but also what information can and cannot be accessed under the FOIA and EFOIA. For example, the Federal Deposit Insurance Corporation (FDIC) FOIA web site contains these kinds of important explanations. The FDIC FOIA web site states that the FOIA is a “federal statute which affords any person the right to obtain federal agency records,” and that the “E-FOIA will make it possible for you to have electronic access to such important information as Final Opinions and Orders of the FDIC Board, or FDIC Directions and Staff Manuals, or even copies of our most Popular FOIA Responses.”<sup>26</sup> This kind of clear language is not only useful but necessary in providing meaningful public access to federal government information. Many FOIA web sites contain legal or bureaucratic language to describe their guides, index and information holdings online. It is good to see some agencies providing helpful guides to what is available, without which there are barriers to public access.

### *Indexes*

The 1996 EFOIA amendments require that agencies provide an index of all major information systems. Some have failed to meet this requirement because they followed OMB’s guidance and used their GILS as their EFOIA index. As discussed earlier, the GILS describes “automated information systems” but does not provide “an index of all major information systems of the agency” nor “a description of major information and record locator systems maintained by the agency” as required by EFOIA. As a result many agencies have fallen short in this area. The Securities and Exchange Commission (SEC), for example, followed this advice. In their letter responding to our request for information, the SEC responded that, “the description of major information systems of the agency is available at the Commission’s Government Information Locator Service.” The Pension Benefit Guarantee Corporation and the Federal Energy Regulatory Commission also followed OMB’s guidelines. Each provides other information required under the EFOIA amendments, but both limit their index of “major information systems” to their GILS.<sup>27</sup> At the extreme, the Equal Opportunity Employment Commission seemed to take OMB’s guidance more literally, posting only its GILS, but no other information required by EFOIA on its web site.<sup>28</sup>

It is also often difficult to determine what online indexes are describing. Many times an index of the *web site* exists, but an index to all the agency’s “major information systems” does not. This can be very confusing, and at times, misleading. For example users may believe they are looking at an index of all “major information systems” when in fact they are looking only at indexes of information the agency has chosen to post on its web site.

### *Electronic Reading Rooms and “Repeatedly Requested” Records*

Under EFOIA, online Electronic Reading Rooms should include final opinions from agency adjudications, agency policy statements and interpretations adopted by the agency that are not published in the *Federal Register*, a guide on how to request information, and an index of all major information systems. While many electronic reading rooms exist, very few contain all of this information. The intent of the electronic reading room seems to be providing “one stop shopping” for information required by the amendments. Many contain a guide and/or index of information systems, but only a handful contain repeatedly requested documents in addition to these other items.

The Department of Interior (DOI) provides an excellent example of an agency that has met all EFOIA requirements for an electronic reading room.<sup>29</sup> In its reading room, DOI clearly identified each component, “Frequently Requested FOIA Documents,” “Index to Frequently Requested Documents,” “Departmental Policies and Procedures,” etc... Most importantly, each of the headings within this main outline contain information — actual documents or records. While this may sound simplistic, the vast majority of web sites examined have headings, an outline for the information, but contain no actual information. At the DOI site, a researcher can find the documents explaining policies and procedures or final opinions and adjudications, not just a heading describing them.

The Nuclear Regulatory Commission (NRC) also went beyond the call of duty by using clear organization when posting its records. Instead of listing only repeatedly requested records, they also included two listings of FOIA requests: “Recent FOIAs by Subject,” and “Weekly list of FOIAs.” This aids the public in two important ways. First, it shows members of the public what others are requesting, pointing out interesting information they may not have known existed in the agency. Secondly, it allows the public to monitor which documents are repeatedly requested, giving them the ammunition to prompt agencies to disclose more information.

A vast majority of web sites with an electronic reading room, however, have guides or indexes *outside* the reading room, and other “documents” within it. This is extremely confusing as it is often difficult to understand the connection between the reading room and the EFOIA requirements explained in the guide. For example, the National Endowment for the Arts has “Freedom of Information Act Guidelines,” posted online under its “Guide to the NEA.” No EFOIA information, such as the index, policy statements, adjudications, or Federal Register Notices can be found here. They are under subject headings elsewhere, and their relationship to EFOIA is unexplained.<sup>30</sup> Even more frustrating, the Department of Energy has a listing and description of records found in its print reading room, but does not provide electronic access to these same records.<sup>31</sup>

Those agencies that post information randomly without EFOIA raise a perception problem, particularly since the process by which information is selected for posting remains a mystery and this information’s relationship to the EFOIA cannot be identified. Are these documents repeatedly requested by members of the public? Or, is the information selected for the web site simply good for agency public relations? It is important to remember that the EFOIA covers information that reflects both positively and negatively on an agency, department, bureau or commission. Providing only “feel good” information to the public does not benefit the public, and in the end, only harms democracy.

Although EFOIA was enacted over 18 months ago, only a handful of agencies have proposed the amendments to their FOIA regulations that are necessary to implement the act<sup>32</sup>, and even fewer agencies have actually *adopted* regulations. These regulations generally contain some statement that reflects what qualifies as “552(a)(2)” public information available through FOIA, including their selection criteria for repeatedly/frequently requested records.

## Above and Beyond the Amendments

### ***EFOIA Information Is Online, And It’s Accessible***

Finally, agencies such as the Veterans Administration (VA) have provided broad access to the public by implementing both audio-visual and text-only sites for their EFOIA information.<sup>33</sup> By offering both options, the VA has included members of the public who do not have access to high-speed connections or high-tech equipment

### ***Submitting FOIA Requests Online***

Several forward-thinking agencies have chosen not only to describe the process of requesting information in their guidebooks, but also provide a form for requesting this information online. Since requests for information under the FOIA must be in writing, these agencies have made the process much easier for members of the public by offering online forms. EPA’s Region 5 office offers this option, as does the Small Business Administration, the Farm Credit Administration, the National Science Foundation, the General Services Administration and many others.<sup>34</sup> While this option is not required under EFOIA, it only makes sense to streamline the process of requesting information from the federal government. Those agencies that have made this extra effort seem to truly have the public’s needs in mind.



## IV. Policy Recommendations

1. OMB must provide clear guidance to agencies that fulfills both the letter and intent of the EFOIA amendments. To make this guidance effective, OMB must also develop a plan for how EFOIA fits into the overall framework of federal information policy and, in particular, public access.
2. Congress must allocate appropriate levels of funding for ongoing implementation of the EFOIA amendments. It is difficult for agencies to make EFOIA a priority when monies must be diverted from other important projects.
3. Congress must search for new ways to ensure implementation of these amendments through an enforcement mechanism. Currently, agencies who are not in compliance are not penalized.
4. Agencies with decentralized responsibility for EFOIA implementation must provide a procedure for the implementation of EFOIA. While we are mindful of the organizational need to decentralize responsibility for EFOIA, this approach adds additional risk to comprehensive implementation. If “parent” agencies continue to take a “hands off” approach to EFOIA obligations, the public will continue to receive uneven access to information across the agencies.
5. Agencies must make categories of EFOIA compliance — handbooks, indexes, repeatedly requested records — easily identifiable online. While the findings of this study are critical of EFOIA compliance overall, information to fulfill EFOIA requirements may very well be available online, but could not be located because it was not clearly identified.
6. Agencies must immediately propose in the *Federal Register* and subsequently adopt implementing regulations which should establish the agency’s definitions regarding what constitutes a repeatedly requested record. These definitions must be made publicly available both through the *Federal Register* and online so requesters will know whether to expect information to be posted online.
7. All agencies should follow the lead of those that provide forms for submitting FOIA requests online. While some agencies argue that this option will overwhelm their ability to fill the requests, if this is implemented in conjunction with the EFOIA provision for posting repeatedly requested documents, requests may actually decrease or level out.
8. Agencies must clarify what information their online indexes describe — the web site or EFOIA information. Until this is done, users will believe they are being provided access to all information described in EFOIA, when in reality, they may be provided only a small percentage of this information.
9. All agencies should provide access to their information in text-only as well as graphics versions for users without access to high-tech equipment. Although flashy web sites often get the most attention, they are not always the most user-friendly.
10. The goal of EFOIA should be to make so much information publicly available online that Freedom of Information Act Requests become an avenue of last resort.

---

### Endnotes

<sup>1</sup> The full wording of these exemptions may be found in 5 U.S.C. Sec. 552 (b)(1) - (b)(9).

<sup>2</sup> “Electronic Freedom of Information Act Amendments of 1996,” H.R. 3802, Congressional Record: H10447, 1996.

<sup>3</sup> “Electronic Freedom of Information Act Amendments of 1996,” Floor Debate, September 17, 1996, Congressional Record: H10451.

<sup>4</sup> Representative Horn, “Electronic Freedom of Information Act Amendments of 1996,” Floor Debate, September 17, 1996, Congressional Record: H10451.

<sup>5</sup> The statute says that the agency must make the reference material or guide “publicly available.” The House Report says that “All guides should be available through electronic means, and should be linked to the annual reports.” H.Rep. 795 at 30. DOJ guidance indicates that agencies are required to make the material available in both traditional and electronic reading rooms, as well as releasing it in response to requests. U.S. Department of Justice, Office of Information and Privacy. FOIA UPDATE, Vol. XVII, No. 4 (Fall 1996), p. 11.

<sup>6</sup> Franklin D. Raines, “Guidance on Developing a Handbook for Individuals Seeking Access to Public Information,” M-97-10, Office of Management and Budget, April 7, 1997.

<sup>7</sup> OMB Bulletin 95-01, 4.a(1).

<sup>8</sup> 5 U.S.C. Sec. 552(g)(1).

<sup>9</sup> OMB Bulletin 95-01, 4.a(1). It is important to note that the OMB Bulletin predates the 1995 Paperwork Reduction Act Reauthorization. The 1995 legislation does *not* contain this limiting language. The problem, thus, is that OMB's Bulletin is in conflict with *both* the PRA and EFOIA; there is no direct conflict between the language in the two pieces of legislation.

<sup>10</sup> OMB Watch. Potholes on the Information Bridge to the 21<sup>st</sup> Century. The Second Annual OMB Watch Report on the U.S. Federal Government Information Locator Service (GILS). January 1997.

<sup>11</sup> Public Citizen, "Agency FOIA Handbooks and References," [http://www.citizen.org/public\\_citizen/litigation/foia/schbook.htm](http://www.citizen.org/public_citizen/litigation/foia/schbook.htm); U.S. Department of Justice, "FOIA Administrative and Legal Contacts at Federal Agencies," [http://www.usdoj.gov/foia/att\\_a.htm](http://www.usdoj.gov/foia/att_a.htm)

<sup>12</sup> A copy of this letter can be found in Appendix A. A list of the federal agencies and commissions can be found in Appendix B.

<sup>13</sup> <http://www.doj.gov/>

<sup>14</sup> Responses received after January 31, 1998, were not included in result statistics for this study. See Appendix B for a complete listing of agencies who did or did not respond.

<sup>15</sup> A listing of all agency home page and EFOIA web sites examined for this study can be found in Appendix C.

<sup>16</sup> U.S. Department of State: <http://www.state.gov/>

<sup>17</sup> National Transportation Safety Board: <http://www.nts.gov/>; U.S. Agency for International Development: <http://www.info.usaid.gov/>; Export-Import Bank of the United States: <http://www.exim.gov:80/index.html>;

<sup>18</sup> Federal Election Commission: <http://www.fec.gov/>; Internal Revenue Service: <http://www.irs.ustreas.gov/>; Selective Service System: <http://www.sss.gov/>; Central Intelligence Agency: <http://www.odci.gov/cia/ciahome.html>

<sup>19</sup> Federal Communications Commission Search Engine: <http://www.fcc.gov/search/>; U.S. Department of Defense: <http://www.defenselink.mil/>

<sup>20</sup> National Endowment for the Humanities: <http://www.neh.fed.us/>; U.S. International Trade Commission: <http://www.ustic.gov/>; U.S. Department of Transportation: <http://www.dot.gov/>

<sup>21</sup> <http://www.usmc.mil/>

<sup>22</sup> Public Citizen, "Agency FOIA Handbooks and References," [http://www.citizen.org/public\\_citizen/litigation/foia/schbook.htm](http://www.citizen.org/public_citizen/litigation/foia/schbook.htm)

<sup>23</sup> EPA Region 2: <http://www.epa.gov/r02earch/epd/foia.htm>; EPA Region 5: [www.epa.gov/region5/foia.htm](http://www.epa.gov/region5/foia.htm); Bureau of Alcohol, Tobacco and Firearms: <http://www.atf.treas.gov/about/foia.foia.htm>; Financial Management Service: [http://www.treas.gov/foia/foia.html#reading room](http://www.treas.gov/foia/foia.html#reading%20room); Bureau of Land Management: <http://www.blm.gov/nhp/main/FOIA/InfoAccess.html>; Bureau of Reclamation: <http://www.usbr.gov/foia/index.htm>; U.S. Geological Survey: <http://www.usgs.gov/foia/>

<sup>24</sup> U.S. Department of Justice: [http://www.usdoj.gov/foia/att\\_b.htm](http://www.usdoj.gov/foia/att_b.htm)

<sup>25</sup> U.S. Department of Transportation: <http://www.dot.gov/>

<sup>26</sup> Federal Deposit Insurance Corporation, "Electronic FOIA Office," <http://www.fdic.gov/publish/efoia.html>

<sup>27</sup> Pension Benefit Guarantee Corporation: <http://www.pbgc.gov/ereadm.htm>; Federal Energy Regulatory Commission: <http://www.ferc.fed.us/public/pubref1.htm>

<sup>28</sup> Equal Opportunity Employment Commission: <http://www.eeoc.gov/>

<sup>29</sup> U.S. Department of Interior Electronic Reading Room: <http://www.doi.gov/foia/readroom.html>

<sup>30</sup> National Endowment for the Arts: [http://arts.endow.gov/Guide/Contents\\_Guide.html](http://arts.endow.gov/Guide/Contents_Guide.html)

<sup>31</sup> U.S. Department of Energy, "DOE Public Reading Room": <http://www.rrcatalog.pnl.gov/catalog.htm>

<sup>32</sup> Public Citizen indicates that, as of April 3, 1998, only 31 agencies had proposed the regulations necessary to implement the Amendments in their agency; 17 had issued final rules. "Table of Electronic FOIA Implementation Regulations Compiled By Public Citizen Litigation Group (April 16, 1998)."

<sup>33</sup> U.S. Department of Veterans Affairs: <http://www.va.gov/foia/index.htm>

<sup>34</sup> Environmental Protection Agency, Region 5: <http://www.epa.gov/region5/foia.htm>; Small Business Administration: <http://www.sabonline.sba.gov/foia/>; Farm Credit Administration: <http://www.fca.gov/ogc.fia.htm>; National Science Foundation: <http://www.nsf.gov/home/pubinfo/foia.htm>; General Services Administration: <http://www.gsa.gov/staff/c/ca/cai/links.htm>

# Appendix A

December 1, 1997

FIELD (Full Name)  
FIELD (Title)  
FIELD (Agency)  
FIELD (Address 1)  
FIELD (Address 2)

Dear FIELD(Last Name):

I am conducting a study for OMB Watch, a nonprofit, public interest organization based in Washington, D.C. <<http://ombwatch.org/ombwatch.html>> and need your assistance. You may be aware of other studies on public access to government information done by OMB Watch, including a recent study we conducted regarding privacy on government web sites. In that study, and in other studies we have done on the Government Information Locator Service (GILS), we have worked closely with agency personnel to ensure that an accurate analysis of the efforts of federal government agencies to comply with information access mandates is done. All of these studies can be obtained from the OMB Watch web site.

The study I am undertaking currently will examine what federal executive agencies are doing to meet the recent requirements for electronic public access to government information outlined in the Electronic Freedom of Information Act Amendments of 1996. When we have compiled this information and analyzed it, we will be issuing a report on our findings, identifying stellar efforts and works in progress, as well as problem areas.

As you know, the 1996 Electronic Freedom of Information Act Amendments require that, as of November 1, 1997, all executive branch agencies:

Provide an online guide on how to request agency records, which includes an index of all major information systems and a description of major information record locator systems maintained by your agency.

Create an online reading room that contains all agency materials published in the *Federal Register*, opinions for agency adjudications, interpretations adopted by the agency but not published in the *Federal Register*, as well as staff manuals and instructions to staff (if created after November 1, 1996) that affect the public. If the agency does not make this material available online, it must provide this material to the public by other electronic means such as CD ROM or disk.

Identify and include in the reading room any previous records that have been disclosed in response to a FOIA request, which have been, or are likely to be requested again (if created after November 1, 1996).

In order to make this report as complete and as accurate as possible, I would appreciate your sending me the following information:

Documents or references to online information that explain either how your agency is currently meeting these Electronic Freedom of Information Act Amendments mandates; or

Your agency's plans and timetable for meeting these requirements.

Also, because the language of the Amendments concerning frequently requested records is vague, it would be helpful for comparison purposes to know:

What criteria your agency is using to determine which records processed and disclosed in response to a FOIA request "are likely to become the subject of subsequent requests for substantially the same records."

Finally, we would like to know:

If you have branches, bureaus, etc. that have decentralized responsibility for their own electronic and other reading rooms (and the contacts for these); and

If they have decentralized authority for determining which records processed and disclosed in response to a FOIA request “are likely to become the subject of subsequent requests for substantially the same records.”

The information may be sent via e-mail to [jhender5@ix.netcom.com](mailto:jhender5@ix.netcom.com) or to the address listed on the letterhead above. To ensure a timely response, please forward any materials or comments by December 19, 1997.

Thank you for your assistance in this study. Please do not hesitate to contact me at the e-mail address above, or Patrice McDermott at 202-234-8494, if you have any questions.

Jennifer Jacobs Henderson  
Information Policy Consultant

# Appendix B

## Response to OMB Watch Letter of Inquiry

### Federal Agencies and Departments Responding with Information to Request

Commodity Futures Trading Commission  
Consumer Product Safety Commission  
Department of Energy  
Department of Justice  
Farm Credit Administration  
Federal Communications Commission  
Federal Elections Commission  
Federal Labor Relations Authority  
General Services Administration  
Department of the Interior  
International Trade Commission  
Merit Systems Protection Board  
National Archives and Records Administration  
National Credit Union Administration  
National Endowment for the Humanities  
National Labor Relations Board  
National Oceanic and Atmospheric Administration  
National Science Foundation  
Office of Management and Budget  
Office of Personnel Management  
Panama Canal Commission  
Railroad Retirement Board  
Small Business Administration  
Securities and Exchange Commission  
Department of Transportation  
Department of State  
United States Postal Service  
Department of Veteran's Affairs

Received Letter Acknowledging Request, but Sent No Information

Department of Agriculture  
Comptroller of the Currency  
Corporation for National Service  
Environmental Protection Agency  
Federal Deposit Insurance Corporation  
Department of Justice\*  
Department of Labor  
Office of the U.S. Trade Representative

\* Forwarding our request to other departments in agency

Reported that they were not bound by FOIA or EFOIA

General Accounting Office  
Library of Congress  
National Security Council

Did not respond to our request for information by January 31, 1998

Agency for International Development  
Arms Control and Disarmament Agency  
Central Intelligence Agency  
United States Coast Guard  
Department of Commerce  
Commission on Civil Rights  
Council on Environmental Quality  
Customs Service  
Department of Defense  
Defense Nuclear Facilities Safety Board  
Department of Education  
Equal Employment Opportunity Commission  
Executive Office of the President - Administrative Office  
Export-Import Bank  
Federal Aviation Administration  
Federal Emergency Management Agency  
Federal Energy Regulatory Commission  
Federal Maritime Commission  
Federal Mediation and Conciliation Service  
Federal Mine Safety and Health Review Commission  
Federal Reserve Board  
Federal Trade Commission  
Food and Drug Administration  
Foreign Claims Settlement Commission  
Department of Health and Human Services  
Health Care Finance Administration  
Department of Housing and Urban Development  
United States Information Agency  
Internal Revenue Service  
Legal Service Corporation  
National Aeronautics and Space Administration  
National Endowment for the Arts  
National Mediation Board  
National Railroad Passenger Corporation  
National Transportation Safety Board  
Nuclear Regulatory Commission  
Occupational Health and Safety Commission  
Peace Corps  
Pension Benefit Guaranty Corporation  
Office of Science and Technology Policy  
Secret Service  
Selective Service System  
Surface Transportation Board  
Tennessee Valley Authority  
Department of Treasury

## Appendix C

# U. S. Federal Government Agency and Department Home Pages and Freedom of Information Act Sites

Agency	Home Page	Freedom of Information Act Site
Department of Agriculture	<a href="http://www.usda.gov">http://www.usda.gov</a>	<a href="http://www.usda.gov/news/foia/main.htm">http://www.usda.gov/news/foia/main.htm</a>
Department of Commerce	<a href="http://www.doc.gov">http://www.doc.gov</a>	
Economics and Statistics Administration	<a href="http://www.esa.gov">http://www.esa.gov</a>	
Minority Business Development Agency	<a href="http://www.mbda.gov">http://www.mbda.gov</a>	<a href="http://www.mbda.gov/rroom.html">http://www.mbda.gov/rroom.html</a>
National Oceanic and Atmospheric Admin.	<a href="http://www.noaa.gov">http://www.noaa.gov</a>	<a href="http://www.rdc.noaa.gov/~foia/">http://www.rdc.noaa.gov/~foia/</a>
Department of Defense	<a href="http://www.dtic.mil/defenselinkindex.html">http://www.dtic.mil/defenselinkindex.html</a>	<a href="http://www.defenselink.mil/pubs/foi/">http://www.defenselink.mil/pubs/foi/</a>
National Guard	<a href="http://www.ngb.dtic.mil">http://www.ngb.dtic.mil</a>	
United States Air Force	<a href="http://www.af.mil/">http://www.af.mil/</a>	<a href="http://www.foia.af.mil/index1.htm">http://www.foia.af.mil/index1.htm</a>
United States Army	<a href="http://www.army.mil/">http://www.army.mil/</a>	
Total Army Personnel Command	<a href="http://leav-err.army.mil/">http://leav-err.army.mil/</a>	
United States Marine Corp	<a href="http://www.usmc.mil/">http://www.usmc.mil/</a>	<a href="http://www.hmc.usmc.mil/foia.nsf">http://www.hmc.usmc.mil/foia.nsf</a>
United States Navy	<a href="http://www.navy.mil/">http://www.navy.mil/</a>	<a href="http://www.chinfo.navy.mil/navpalib/policy/foia/foia-top.html">http://www.chinfo.navy.mil/navpalib/policy/foia/foia-top.html</a>
Fleet and Industrial Supply Center	<a href="http://www.sd.fisc.navy.mil/foia/freedom.html#ELECTRONIC READING ROOM">http://www.sd.fisc.navy.mil/foia/freedom.html#ELECTRONIC READING ROOM</a>	
Naval Research Laboratory	<a href="http://www.cmf.nrl.navy.mil/pao/foai.html">http://www.cmf.nrl.navy.mil/pao/foai.html</a>	
Department of Education	<a href="http://www.ed.gov">http://www.ed.gov</a>	<a href="http://www.ed.gov/offices/CIO/infocoll/info6.html">http://www.ed.gov/offices/CIO/infocoll/info6.html</a>
Department of Energy	<a href="http://www.doe.gov">http://www.doe.gov</a>	<a href="http://rrcatalog.pnl.gov/">http://rrcatalog.pnl.gov/</a>
Environmental Protection Agency	<a href="http://www.epa.gov">http://www.epa.gov</a>	
EPA Region 2		<a href="http://www.epa.gov/r02earth/epd/foia.htm">http://www.epa.gov/r02earth/epd/foia.htm</a>
EPA Region 3		<a href="http://www.epa.gov/region3/r3lib/faq/foia.htm">http://www.epa.gov/region3/r3lib/faq/foia.htm</a>
EPA Region 4		<a href="http://www.epa.gov/region4/foiapgs/foimenu.html">http://www.epa.gov/region4/foiapgs/foimenu.html</a>
EPA Region 5		<a href="http://www.epa.gov/region5/foia.htm">http://www.epa.gov/region5/foia.htm</a>
EPA Region 5 - Superfund		<a href="http://www.epa.gov/R5Super/">http://www.epa.gov/R5Super/</a>
EPA Region 7		<a href="http://www.epa.gov/region07/newsinfo/foia.html">http://www.epa.gov/region07/newsinfo/foia.html</a>

EPA Region 8		<a href="http://www.epa.gov/region08/html/foiamenu.html">http://www.epa.gov/region08/html/foiamenu.html</a>
EPA Region 10		<a href="http://epainotes1.rtpnc.epa.gov:7777/r10/extaff.nsf/">http://epainotes1.rtpnc.epa.gov:7777/r10/extaff.nsf/</a>
Department of Health and Human Services	<a href="http://www.os.dhhs.gov">http://www.os.dhhs.gov</a>	<a href="http://www.hhs.gov/about/foia/">http://www.hhs.gov/about/foia/</a>
Agency for Toxic Substances and Disease Registry	<a href="http://atsdr1.atsdr.cdc.gov:8080/">http://atsdr1.atsdr.cdc.gov:8080/</a>	<a href="http://www.cdc.gov/od/foia/foi.htm">http://www.cdc.gov/od/foia/foi.htm</a>
Centers for Disease Control	<a href="http://www.cdc.gov">http://www.cdc.gov</a>	<a href="http://www.cdc.gov/od/foia/foi.htm">http://www.cdc.gov/od/foia/foi.htm</a>
Food and Drug Administration	<a href="http://www.fda.gov">http://www.fda.gov</a>	<a href="http://www.fda.gov/foi/foia2.htm">http://www.fda.gov/foi/foia2.htm</a>
Center for Biologics Evaluation and Research	<a href="http://www.fda.gov/cber/efoi.htm">http://www.fda.gov/cber/efoi.htm</a>	
Center for Drug Evaluation and Research		<a href="http://www.fda.gov/cder/foi/index.htm">http://www.fda.gov/cder/foi/index.htm</a>
Center for Devices and Radiological Health		<a href="http://www.fda.gov/cdrh/foicdrh.html">http://www.fda.gov/cdrh/foicdrh.html</a>
Center for Food Safety and Applied Nutrition		<a href="http://vm.cfsan.fda.gov/~dms/foai.html">http://vm.cfsan.fda.gov/~dms/foai.html</a>
Health Care Finance Administration	<a href="http://www.hcfa.gov/">http://www.hcfa.gov/</a>	
Department of Housing and Urban Develop.	<a href="http://www.hud.gov">http://www.hud.gov</a>	<a href="http://www.hud.gov/foiafree.html">http://www.hud.gov/foiafree.html</a>
Department of Interior	<a href="http://www.doi.gov">http://www.doi.gov</a>	<a href="http://www.doi.gov/foia/">http://www.doi.gov/foia/</a>
Bureau of Land Management	<a href="http://www.blm.gov">http://www.blm.gov</a>	<a href="http://www.blm.gov/nhp/main/FOIA/Info%20Access.html">http://www.blm.gov/nhp/main/FOIA/Info Access.html</a>
Bureau of Reclamation	<a href="http://www.usbr.gov">http://www.usbr.gov</a>	<a href="http://www.usbr.gov/foia/index.htm">http://www.usbr.gov/foia/index.htm</a>
National Park Service	<a href="http://www.nps.gov">http://www.nps.gov</a>	<a href="http://www.nps.gov/refdesk/Refdesk.htm">http://www.nps.gov/refdesk/Refdesk.htm</a>
U.S. Fish and Wildlife Service	<a href="http://www.fws.gov">http://www.fws.gov</a>	<a href="http://www.fws.gov/~r9pdm/foia/">http://www.fws.gov/~r9pdm/foia/</a>
U.S. Geological Survey	<a href="http://www.usgs.gov">http://www.usgs.gov</a>	<a href="http://www.usgs.gov/foia/">http://www.usgs.gov/foia/</a>
Department of Justice	<a href="http://www.usdoj.gov">http://www.usdoj.gov</a>	<a href="http://www.usdoj.gov/foia/">http://www.usdoj.gov/foia/</a>
Antitrust Division		<a href="http://www.usdoj.gov/atr/atr_foia.htm">http://www.usdoj.gov/atr/atr_foia.htm</a>
Bureau of Prisons	<a href="http://www.bop.gov">http://www.bop.gov</a>	<a href="http://www.bop.gov/progstat/readmen.html">http://www.bop.gov/progstat/readmen.html</a>
Civil Division		<a href="http://www.usdoj.gov/foia/readingrooms/civil.htm">http://www.usdoj.gov/foia/readingrooms/civil.htm</a>
Civil Rights Division		<a href="http://www.usdoj.gov/crt/foia/crt.htm">http://www.usdoj.gov/crt/foia/crt.htm</a>
Community Relations Service		<a href="http://www.usdoj.gov/foia/readingrooms/crs.htm">http://www.usdoj.gov/foia/readingrooms/crs.htm</a>
Criminal Division		<a href="http://www.usdoj.gov/foia/readingrooms/crm.htm">http://www.usdoj.gov/foia/readingrooms/crm.htm</a>

Drug Enforcement Administration		<a href="http://www.usdoj.gov/foia/readinrooms/dea.htm">http://www.usdoj.gov/foia/readinrooms/dea.htm</a>
Environment and Natural Resource Div.		<a href="http://www.usdoj.gov/foia/readingrooms/enrd.htm">http://www.usdoj.gov/foia/readingrooms/enrd.htm</a>
Executive Office for Immigration Review		<a href="http://www.usdoj.gov/eoir/efoia/mainfoia.html">http://www.usdoj.gov/eoir/efoia/mainfoia.html</a>
Executive Office for United States Trustees		<a href="http://www.usdoj.gov/ust/noframe/nf_foiahome.htm">http://www.usdoj.gov/ust/noframe/nf_foiahome.htm</a>
Federal Bureau of Investigation	<a href="http://www.fbi.gov">http://www.fbi.gov</a>	<a href="http://www.fbi.gov/foiapa/foipa.htm">http://www.fbi.gov/foiapa/foipa.htm</a>
Foreign Claims Settlement Commission		<a href="http://www.usdoj.gov/foia/readinrooms/fcsc.htm">http://www.usdoj.gov/foia/readinrooms/fcsc.htm</a>
U.S. Immigration & Naturalization Service	<a href="http://www.ins.doj.gov/">http://www.ins.doj.gov/</a>	<a href="http://www.ins.usdoj.gov/public/foiapriv.htm">http://www.ins.usdoj.gov/public/foiapriv.htm</a>
Interpol - U.S. National Central Bureau		<a href="http://www.usdoj.gov/foia/readingrooms.usncb.htm">http://www.usdoj.gov/foia/readingrooms.usncb.htm</a>
Justice Management Division		<a href="http://www.usdoj.gov/foia/readingrooms/jmd.htm">http://www.usdoj.gov/foia/readingrooms/jmd.htm</a>
Office of the Attorney General		<a href="http://www.usdoj.gov/foia/readingrooms.ag.htm">http://www.usdoj.gov/foia/readingrooms.ag.htm</a>
Office of the Deputy Attorney General		<a href="http://www.usdoj.gov/foia/readingrooms/dag.htm">http://www.usdoj.gov/foia/readingrooms/dag.htm</a>
Office of the Associate Attorney General		<a href="http://www.usdoj.gov/foia/readingrooms/aag.htm">http://www.usdoj.gov/foia/readingrooms/aag.htm</a>
Office of Community Oriented Policing		<a href="http://www.usdoj.gov/foia/rreadingrooms/cops.htm">http://www.usdoj.gov/foia/rreadingrooms/cops.htm</a>
Office of Information and Privacy		<a href="http://www.usdoj.gov/foia/readingrooms/oip.htm">http://www.usdoj.gov/foia/readingrooms/oip.htm</a>
Office of Intergovernmental Affairs		<a href="http://www.usdoj.gov/foia/readingrooms/oia.htm">http://www.usdoj.gov/foia/readingrooms/oia.htm</a>
Office of Inspector General		<a href="http://www.usdoj.gov/oig/igefoia1.htm">http://www.usdoj.gov/oig/igefoia1.htm</a>
Office of Intelligence Policy and Review		<a href="http://www.usdoj.gov/foia/readingrooms/oipr.htm">http://www.usdoj.gov/foia/readingrooms/oipr.htm</a>
Office of Legal Counsel		<a href="http://www.usdoj.gov/foia/readingrooms/olc.htm">http://www.usdoj.gov/foia/readingrooms/olc.htm</a>
Office of Legislative Affairs		<a href="http://www.usdoj.gov/foia/readingrooms/ola.htm">http://www.usdoj.gov/foia/readingrooms/ola.htm</a>
Office of Professional Responsibility		<a href="http://www.usdoj.gov/foia/readingrooms/opr.htm">http://www.usdoj.gov/foia/readingrooms/opr.htm</a>
Office of Public Affairs		<a href="http://www.usdoj.gov/foia/readingrooms/pub_aff.htm">http://www.usdoj.gov/foia/readingrooms/pub_aff.htm</a>
Office of Policy Development		<a href="http://www.usdoj.gov/foia/readingrooms/opd.htm">http://www.usdoj.gov/foia/readingrooms/opd.htm</a>
Office of the Solicitor General		<a href="http://www.usdoj.gov/foia/readingrooms/osg.htm">http://www.usdoj.gov/foia/readingrooms/osg.htm</a>
Tax Division		<a href="http://www.usdoj.gov/tax/readingroom/foia/foia1.htm">http://www.usdoj.gov/tax/readingroom/foia/foia1.htm</a>
United States Marshals Service		<a href="http://www.usdoj.gov/marshals/foia.htm">http://www.usdoj.gov/marshals/foia.htm</a>
United States Parole Commission		<a href="http://www.usdoj.gov/uspc/readingroom/efoia.htm">http://www.usdoj.gov/uspc/readingroom/efoia.htm</a>
Department. of Labor	<a href="http://ww.dol.gov">http://ww.dol.gov</a>	<a href="http://www.dol.gov/dol/sol/public/foai/main.htm">http://www.dol.gov/dol/sol/public/foai/main.htm</a>
Department of State	<a href="http://www.state.gov/">http://www.state.gov/</a>	<a href="http://foia.state.gov">http://foia.state.gov</a>

Department of Transportation	<a href="http://www.dot.gov/">http://www.dot.gov/</a>	<a href="http://www.bts.gov/other/DOT_records/index.html">http://www.bts.gov/other/ DOT_records/index.html</a>
Federal Aviation Administration	<a href="http://www.faa.gov">http://www.faa.gov</a>	<a href="http://www.faa.gov/aad/foia/foia.htm">http://www.faa.gov/aad/foia/ foia.htm</a>
Federal Highway Administration Surface Transportation Board	<a href="http://www.fhwa.dot">http://www.fhwa.dot</a> <a href="http://www.stb.dot.gov/">http://www.stb.dot.gov/</a>	<a href="http://www.stb.dot.gov/readrm.htm">http://www.stb.dot.gov/ readrm.htm</a>
U.S. Coast Guard		<a href="http://www.dot.gov/dotinfo/uscg/hq/g-s/g-si/sii-2/foia.htm">http://www.dot.gov/dotinfo/ uscg/hq/g-s/g-si/sii-2/foia.htm</a>
Department. of Treasury	<a href="http://www.treas.gov">http://www.treas.gov</a>	<a href="http://www.treas.gov/foia/">http://www.treas.gov/foia/</a>
ATF	<a href="http://www.atf.treas.gov/">http://www.atf.treas.gov/</a>	<a href="http://www.atf.treas.gov/about/foia/foia.htm">http://www.atf.treas.gov/ about/foia/foia.htm</a>
Bureau of Public Debt	<a href="http://www.publicdebt.treas.gov/bpd/bpdhome.htm">http://www.publicdebt. treas.gov/bpd/bpdhome.htm</a>	<a href="http://www.publicdebt.treas.gov/com/foia.htm">http://ww.publicdebt.treas.gov/ com/foia.htm</a>
Financial Management Service	<a href="http://www.fms.treas.gov/">http://www.fms.treas.gov/</a>	<a href="http://www.fms.treas.gov/foia/foia.html#reading_room">http://www.fms.treas.gov/foia/ foia.html#reading room</a>
Federal Law Enforcement Training Center		<a href="http://www.treas.gov/fletc/foia.html">http://www.treas.gov/fletc/ foia.html</a>
Internal Revenue Service	<a href="http://www.irs.ustreas.gov/">http://www.irs.ustreas.gov/</a>	
Department of Veteran's Affairs	<a href="http://www.va.gov">http://www.va.gov</a>	<a href="http://www.va.gov/foia/index.htm">http://www.va.gov/foia/ index.htm</a>
Agency for International Development	<a href="http://www.info.usaid.gov/">http://www.info.usaid.gov/</a>	
Central Intelligence Agency	<a href="http://www.odci.gov/cia/ciahome.html">http://www.odci.gov/cia/ciahome.html</a>	
Commodity Futures Trading Commission	<a href="http://www.cftc.gov">http://www.cftc.gov</a>	
Consumer Product Safety Commission	<a href="http://www.cpsc.gov/indexmain.html">http://www.cpsc.gov/ indexmain.html</a>	<a href="http://www.cpsc.gov/about/guide.html">http://www.cpsc.gov/about/ guide.html</a>
Defense Nuclear Facilities Safety Board	<a href="http://www.dnfsb.gov/">http://www.dnfsb.gov/</a>	<a href="http://www/dnfsb.gov/foia.htm">http://www/dnfsb.gov/ foia.htm</a>
Equal Employment Opportunity Commission	<a href="http://www.eeoc.gov/">http://www.eeoc.gov/</a>	
Executive Office of the President		
Office of Administration	<a href="http://www.whitehouse.gov/WH/EOPHtml/other/OAhtml">http://www.whitehouse.gov/WH/EOPHtml/other/OAhtml</a>	
Council of Economic Advisors	<a href="http://www.whitehouse.gov/WH/EOP/CEA/html/CEA.html">http://www.whitehouse.gov/WH/EOP/CEA/html/CEA.html</a>	
Council on Environmental Quality	<a href="http://www.whitehouse.gov/CEQ/">http://www.whitehouse.gov/CEQ/</a>	
Office of Science and Technology Policy	<a href="http://www.whitehouse.gov/WH/EOP/OSTP/html/OSTP_Home.html">http://www.whitehouse.gov/WH/EOP/OSTP/html/ OSTP_Home.html</a>	
Office of Management and Budget	<a href="http://www.whitehouse.gov/WH/EOP/OMB/html/ombhome.html">http://www.whitehouse.gov/ WH/EOP/OMB/ html/ombhome.html</a>	<a href="http://www.whitehouse.gov/WH/EOP/OMB/html/foiares4.html">http://www.whitehouse.gov/ WH/EOP/OMB/ html/foiares4.html</a>
U.S. Trade Representative	<a href="http://www.ustr.gov/">http://www.ustr.gov/</a>	<a href="http://www.ustr.gov/foia.index.html">http://www.ustr.gov/ foia.index.html</a>

Export-Import Bank of the United States	<a href="http://www.exim.gov:80/index.html">http://www.exim.gov:80/index.html</a>	
Farm Credit Administration	<a href="http://www.fca.gov">http://www.fca.gov</a>	<a href="http://www.fca.gov/ogc.fiandx.htm">http://www.fca.gov/ogc.fiandx.htm</a>
Federal Communications Commission	<a href="http://www.fcc.gov">http://www.fcc.gov</a>	<a href="http://www.fcc.gov/wtb/csinfo/foiaguid.html">http://www.fcc.gov/wtb/csinfo/foiaguid.html</a>
Federal Deposit Insurance Corporation	<a href="http://www.fdic.gov/">http://www.fdic.gov/</a>	<a href="http://www.fdic.gov/publish/efoia.html">http://www.fdic.gov/publish/efoia.html</a>
Federal Election Commission	<a href="http://www.fec.gov">http://www.fec.gov</a>	
Federal Emergency Management Agency	<a href="http://www.fema.gov">http://www.fema.gov</a>	<a href="http://www.fema.gov/library/">http://www.fema.gov/library/</a>
Federal Energy Regulatory Commission	<a href="http://www.ferc.fed.us/">http://www.ferc.fed.us/</a>	<a href="http://www/ferc.fed.us/public/pubref1.htm">http://www/ferc.fed.us/public/pubref1.htm</a>
Federal Labor Relations Authority	<a href="http://www.flra.gov">http://www.flra.gov</a>	
Federal Maritime Commission	<a href="http://www.fmc.gov/">http://www.fmc.gov/</a>	<a href="http://www.fmc.gov/pubinfo.htm">http://www.fmc.gov/pubinfo.htm</a>
Federal Mediation and Conciliation Service	<a href="http://www.fmcs.gov/welcome.htm">http://www.fmcs.gov/welcome.htm</a>	
Federal Reserve Board	<a href="http://www.bog.frb.fed.us/">http://www.bog.frb.fed.us/</a>	<a href="http://www.bog.frb.fed.us/generalinfo/foia/">http://www.bog.frb.fed.us/generalinfo/foia/</a>
Federal Trade Commission	<a href="http://www.ftc.gov/">http://www.ftc.gov/</a>	
General Services Administration	<a href="http://www.gsa.gov">http://www.gsa.gov</a>	<a href="http://www.gsa.gov/staff/c/ca/cai/links.htm">http://www.gsa.gov/staff/c/ca/cai/links.htm</a>
International Trade Commission	<a href="http://www.utic.gov">http://www.utic.gov</a>	<a href="http://www.utic.gov/">http://www.utic.gov/</a>
Legal Services Corporation	<a href="http://www.ltsi.net/lsc/index.html">http://www.ltsi.net/lsc/index.html</a>	
Merit Systems Protection Board	<a href="http://www.mspb.gov/">http://www.mspb.gov/</a>	
National Aeronautics and Space Administration	<a href="http://www.hq.nasa.gov/">http://www.hq.nasa.gov/</a>	<a href="http://www.hq.nasa.gov/office/pao/FOIA/">http://www.hq.nasa.gov/office/pao/FOIA/</a>
National Credit Union Administration	<a href="http://www.ncua.gov/">http://www.ncua.gov/</a>	
National Endowment for the Arts	<a href="http://www.arts.endow.gov/">http://www.arts.endow.gov/</a>	<a href="http://www.arts.endow.gov/Guide/FOIA.html">http://www.arts.endow.gov/Guide/FOIA.html</a>
National Endowment for the Humanities	<a href="http://www.neh.fed.us/">http://www.neh.fed.us/</a>	<a href="http://www.neh.fed.us/search.html">http://www.neh.fed.us/search.html</a> ; keyword: FOIA
National Labor Relations Board	<a href="http://www.nlr.gov/">http://www.nlr.gov/</a>	
National Science Foundation	<a href="http://www.nsf.gov/">http://www.nsf.gov/</a>	<a href="http://www.nsf.gov/home/pubinfo/foia.htm">http://www.nsf.gov/home/pubinfo/foia.htm</a>
National Transportation Safety Board	<a href="http://www.nts.gov/">http://www.nts.gov/</a>	

Nuclear Regulatory Commission	<a href="http://www.nrc.gov/">http://www.nrc.gov/</a>	<a href="http://www.nrc.gov/NRC/FOIA/foai.html">http://www.nrc.gov/NRC/FOIA/foai.html</a>
Office of Personnel Management	<a href="http://www.opm.gov">http://www.opm.gov</a>	
Panama Canal Commission	<a href="http://www.pananet.com/pancanal/pcc.htm">http://www.pananet.com/pancanal/pcc.htm</a>	
Pension Benefit Guaranty Corporation	<a href="http://www.pbgc.gov/">http://www.pbgc.gov/</a>	<a href="http://www.pbgc.gov/foia.htm">http://www.pbgc.gov/foia.htm</a>
Railroad Retirement Board	<a href="http://www.rrb.gov/">http://www.rrb.gov/</a>	<a href="http://www.rrb.gov/foia.html">http://www.rrb.gov/foia.html</a>
Securities and Exchange Commission	<a href="http://www.sec.gov">http://www.sec.gov</a>	
Selective Service System	<a href="http://www.sss.gov/">http://www.sss.gov/</a>	
Small Business Administration	<a href="http://www.sba.gov">http://www.sba.gov</a>	<a href="http://www.sbaonline.sba.gov/foia/">http://www.sbaonline.sba.gov/foia/</a>
Social Security Administration	<a href="http://www.ssa.gov">http://www.ssa.gov</a>	<a href="http://www.ssa.gov/foia/foia.htm">http://www.ssa.gov/foia/foia.htm</a>
Tennessee Valley Authority	<a href="http://www.tva.gov/">http://www.tva.gov/</a>	
United States Information Agency	<a href="http://www.usia.gov/">http://www.usia.gov/</a>	<a href="http://www.usia.gov/abtusia/legal/gc/cfrs/503/503.htm">http://www.usia.gov/abtusia/legal/gc/cfrs/503/503.htm</a>
United States Postal Service	<a href="http://www.usps.gov">http://www.usps.gov</a>	

Agency	FOIA Handbook/ Guide	Index of Major Information Systems	Identifiable Electronic Reading Room	Agency Handbooks, Adjudications Opinions, etc.	Identifiable Repeatedly Requested Documents
Department of Agriculture	Yes	No	No	No	No
Department of Commerce	No	OMB Memo	No	Yes	No
Economics and Statistics Administration	No	No	No	Yes	No
Minority Business Development Agency	No	No	Yes	Yes	No
National Oceanic & Atmospheric Administration	Yes	Yes	Yes	Yes	Yes
Department of Defense	Yes	OMB Memo	Yes	Yes	Yes
National Guard	No	OMB Memo	Centralized	No	No
United States Air Force	Yes	No	Centralized	Centralized	No
United States Army					
Total Personnel Command	No	No	Yes	No	No
United States Marine Corp	Yes	No	Yes	Yes	Empty Page
United States Navy	Yes	No	No	No	No
Fleet and Industrial Supply Center	Yes	No	Yes	No	Yes
Naval Research Laboratory	Yes	No	No	No	No
Department of Education	Yes	No	No	No	No
Department of Energy	Yes	No	No	Yes	No
Environmental Protection Agency	Decentralized	Decentralize	Decentralize	Yes	Decentralized
Region 2	Yes	d	d	No	Yes
Region 3	Yes	No	Yes	No	No
Region 4	Yes	OMB Memo	No	No	No
Region 5	Yes	No	No	No	No
Region 5 - Superfund	Yes	No	No	No	No
Region 7	No	No	Yes	No	No
Region 8	Yes	No	No	No	No
Region 10	Yes	No	No	No	No
Department of Health and Human Services	Yes			Decentralized	Decentralized
Agency for Toxic Substances & Disease Registry	Yes	OMB Memo Yes	Decentralize d	No	No

Agency	FOIA Handbook/ Guide	Index of Major Information Systems	Identifiable Electronic Reading Room	Agency Handbooks, Adjudications Opinions, etc.	Identifiable Repeatedly Requested Documents
Centers for Disease Control	Yes	Yes	Yes	No	Yes
Food and Drug Administration	Yes	No	Yes	Yes	Yes
Biologics Evaluation & Research	Yes	No	Yes	Yes	No
Drug Evaluation & Research	Yes	No	Yes	Yes	No
Devices & Radiological Health	Yes	No	Yes	Yes	No
Food Supply & Applied Nutrition	Yes	No	Yes	Yes	Yes
Health Care Finance Administration	No	No	No	No	No
<b>Department of Housing and Urban Development</b>	Yes	No	No	No	No
<b>Department of the Interior</b>	Yes	OMB Memo	Yes	Yes	Yes
Bureau of Land Management	Yes	Yes	Yes	Yes	Yes
Bureau of Reclamation	Yes	No	Yes	Yes	Yes
National Park Service	No	No	Yes	Yes	Yes
U.S. Fish and Wildlife Service	Yes	No	No	No	No
U.S. Geological Survey	Yes	No	Yes	Yes	No
<b>Department of Justice</b>	Yes	No	Decentralized	Decentralized	Decentralized
Antitrust Division	Centralized	No	Yes	Yes	Empty Page
Bureau of Prisons	Yes	No	No	No	No
Civil Division	Centralized	No	Yes	Empty Page	Empty Page
Civil Rights Division	Centralized	No	Yes	Yes	Yes
Community Relations Service	Centralized	No	Yes	Empty Page	Empty Page
Criminal Division	Centralized	No	Yes	Empty Page	Empty Page
Drug Enforcement Administration	Centralized	No	Yes	Empty Page	Empty Page
Environment and Natural Resource Division	Centralized	No	Yes	Empty Page	Empty Page
Executive Office for Immigration Review	Centralized	No	Yes	Yes	Yes
Executive Office for United States Trustees	Centralized	No	Yes	No	No
Federal Bureau of Investigation					

APPENDIX D Agency	FOIA Handbook/ Guide	Index of Major Information Systems	Identifiable Electronic Reading Room	Agency Handbooks, Adjudications Opinions, etc.	Identifiable Repeatedly Requested Documents
Foreign Claims Settlement Commission	Centralized	No	Yes	No	Yes
Immigration & Naturalization Service	Yes	No	Yes	No	No
Interpol - U.S. National Central Bureau	Centralized	No	Yes	No	No
Justice Management Division	Centralized	No	Yes	Empty Page	Empty Page
Office of the Attorney General	Centralized	No	Yes	Empty Page	Empty Page
Office of the Deputy Attorney General	Centralized	No	Yes	Empty Page	Empty Page
Office of the Associate Attorney General	Centralized	No	Yes	Empty Page	Empty Page
Office of Community Oriented Policing	Centralized	No	Yes	Yes	Yes
Office Information and Privacy	Centralized	No	Yes	Yes	Empty Page
Office of Intergovernmental Affairs	Centralized	No	Yes	Empty Page	Empty Page
Office of Inspector General	Centralized	No	Yes	Yes	No
Office of Intelligence Policy and Review	Centralized	No	Yes	Empty Page	Empty Page
Office of Legal Counsel	Centralized	No	Yes	Empty Page	Empty Page
Office of Legislative Affairs	Centralized	No	Yes	Empty Page	Empty Page
Office of the Pardon Attorney	Centralized	No	Yes	Empty Page	Empty Page
Office of Professional Responsibility	Centralized	No	Yes	Empty Page	Empty Page
Office of Public Affairs	Centralized	No	Yes	Yes	Empty Page
Office of Policy Development	Centralized	No	Yes	Empty Page	Empty Page
Office of Solicitor General	Centralized	No	Yes	Empty Page	Empty Page
Tax Division	Centralized	No	Yes	Empty Page	Empty Page
United States Marshals Service	Centralized	No	Yes	Yes	No
United States Parole Commission	Centralized	No	Yes	Yes	Empty Page
Department of Labor	Yes	OMB Memo	Yes	Yes	No
Department of State	Yes	No	Yes	Yes	No
Department of Transportation	Yes	Yes	Decentralized	Decentralized	Decentralized
Federal Aviation Administration	Yes	No	Yes	Yes	No
Federal Highway Administration	No	No	Yes	No	No
Surface Transportation Board	No	No	No	Yes	No
U.S. Coast Guard	No	No	No	No	No

<b>APPENDIX D</b> <b>Agency</b>	<b>FOIA Handbook/ Guide</b>	<b>Index of Major Information Systems</b>	<b>Identifiable Electronic Reading Room</b>	<b>Agency Handbooks, Adjudications Opinions, etc.</b>	<b>Identifiable Repeatedly Requested Documents</b>
Department of Treasury Bureau of Alcohol, Tobacco and Firearms Bureau of Public Debt Financial Management Service Federal Law Enforcement Training Center Internal Revenue Service	Decentralized Yes Yes Yes Yes No	OMB Memo OMB Memo OMB Memo Yes OMB Memo No	Decentralized Yes No Yes No No	Decentralized No No Yes No No	Decentralized No No No No No
Department of Veteran's Affairs	Yes	No	Yes	No	No
Agency for International Development	No	No	No	No	No
Central Intelligence Agency	No	OMB Memo	No	No	No
Commodity Futures Trading Commission	Yes	Yes	No	No	Yes
Consumer Product Safety Commission	Yes	Yes	Yes	Yes	No
Defense Nuclear Facilities Safety Board	No	OMB Memo	Yes	No	No
Equal Employment Opportunity Commission	No	OMB Memo	No	No	No
Executive Office of the President Office of Administration Council of Economic Advisors Office of Science and Technology Policy Office of Management and Budget Office of the U.S. Trade Representative	No No No Yes Yes	No No No OMB Memo No	No No No No Yes	No No No Yes Yes	No No No No Empty Page
Export-Import Bank of the United States	No	No	No	No	No
Farm Credit Administration	Yes	Yes	No	Yes	Empty Page
Federal Communications Commission	Yes	No	No	No	No

<b>APPENDIX D Agency</b>	<b>FOIA Handbook/ Guide</b>	<b>Index of Major Information Systems</b>	<b>Identifiable Electronic Reading Room</b>	<b>Agency Handbooks, Adjudications Opinions, etc.</b>	<b>Identifiable Repeatedly Requested Documents</b>
Federal Deposit Insurance Corporation	Yes	No	Yes	Yes	Yes
Federal Elections Commission	Yes	No	No	No	No
Federal Emergency Management Agency	No	No	No	No	No
Federal Energy Regulatory Commission	No	OMB Memo	No	Yes	No
Federal Labor Relations Authority	No	No	No	Yes	No
Federal Maritime Commission	Yes	OMB Memo	Yes	Yes	No
Federal Mediation and Conciliation Service	No	No	No	No	No
Federal Reserve Board	Yes	No	Yes	Yes	No
Federal Trade Commission	No	No	No	No	No
General Services Administration	Yes	OMB Memo	No	Yes	Yes
International Trade Commission	Yes	Yes	No	No	No
Legal Services Corporation	No	No	No	No	No
Merit Systems Protection Board	Yes	OMB Memo	No	Yes	No
National Archives and Records Administration	No	OMB Memo	No	No	No
National Aeronautics and Space Administration	Yes	OMB Memo	Yes	Yes	Yes
National Credit Union Administration	No	Yes	No	Yes	No
National Endowment for the Arts	Yes	No	No	No	No

<b>APPENDIX D Agency</b>	<b>FOIA Handbook/ Guide</b>	<b>Index of Major Information Systems</b>	<b>Identifiable Electronic Reading Room</b>	<b>Agency Handbooks, Adjudications Opinions, etc.</b>	<b>Identifiable Repeatedly Requested Documents</b>
National Endowment for the Humanities	Yes	Yes	Yes	Yes	Empty Page
National Labor Relations Board	No	Yes	No	Yes	No
National Science Foundation	Yes	No	No	No	No
National Transportation Safety Board	No	No	No	No	No
Nuclear Regulatory Commission	Yes	No	Yes	No	Yes
Office of Personnel Management	No	No	No	Yes	No
Panama Canal Commission	No	No	No	No	No
Pension Benefit Guarantee Corporation	No	OMB Memo	Yes	Yes	No
Railroad Retirement Board	Yes	Yes	Yes	Yes	No
Securities and Exchange Commission	No	No	No	Yes	No
Selective Service System	No	No	No	No	No
Small Business Administration	Yes	Yes	Yes	Yes	No
Social Security Administration	Yes	OMB Memo	No	Yes	No
Tennessee Valley Authority	No	OMB Memo	No	No	No
United States Information Agency	Yes	No	No	No	No
United States Postal Service	No	No	No	No	No

**Appendix D - Endnotes**

1. All divisions of each agency were not included in the study.
2. "Identifiable" reading rooms and repeatedly requested documents are those that were labeled as such on the web site. If this information existed on the site, but we could not identify it as such, a "no" was placed in the chart.
3. "Empty Page" is used to denote a category that was labeled online but which contained no data. For example, there could have been an empty reading room, or a "frequently requested records" hotlink to no information

Last Page Left Deliberately Empty