



OFFICE OF FEDERAL HOUSING ENTERPRISE OVERSIGHT
1700 G STREET NW WASHINGTON DC 20552 (202) 414-3800

January 31, 2006

Ms. Pamela Maida
U.S. Department of Justice
Office of Information and Privacy
Flag Building, Suite 570
950 Pennsylvania Avenue, NW
Washington, DC 20530-0001

Dear Ms. Maida:

Enclosed is a copy of the Office of Federal Housing Enterprise Oversight's (OFHEO) FY2005 Annual Report on Freedom of Information Act (FOIA) activities during FY2005, as required by FOIA (5 U.S.C. §552(e)). This is OFHEO's 11th Annual Report on the FOIA.

As required by the FOIA, OFHEO will be placing this report on its website at www.ofheo.gov/ofheoreports.asp.

OFHEO continues to be firmly committed to the FOIA, to its underlying principles, and to its faithful implementation in accordance with sound legal bases as established by the Administration and Congress.

If you have questions regarding the report, please call me at 202-414-6425.

Sincerely,

Jeanne Ratchford
FOIA Officer
jratchford@ofheo.gov

Office of Federal Housing Enterprise Oversight
Annual Freedom of Information Act (FOIA) Report – FY 2005

I. Basic Information Regarding Report

- A. Contact person – Jeanne F. Ratchford, FOIA Officer, Office of Federal Housing Enterprise Oversight, 1700 G Street, NW, 4th Floor, Washington, DC 20552. Telephone: 202-414-6425. E-mail: foia.office@ofheo.gov
- B. Electronic address for report on the World Wide Web - www.ofheo.gov/ofheoreports.asp
- C. For a paper copy of this report, contact – Jeanne F. Ratchford, FOIA Officer, at the above address.

II. How to Make a FOIA Request

To make a FOIA request, see “Releasing Information” at 12 CFR 1703 at <http://www.ofheo.gov/media/pdf/release.pdf> and <http://www.ofheo.gov/foia.asp>

- A. FOIA requests are received by the FOIA Officer – Jeanne F. Ratchford, FOIA Officer, Office of Federal Housing Enterprise Oversight, 1700 G Street, NW, 4th Floor, Washington, DC 20552. Telephone: 202-414-6425. E-mail: foia.office@ofheo.gov.
- B. Agency response time ranges from 1 – 20 days.
- C. Brief description of why some requests were not granted:
 - 1. Requests were not granted if no records exist for requested information.
 - 2. Requests were not granted if records were exempt in their entirety from disclosure.
 - 3. Requests were not granted if they were not records maintained by the agency.

III. Definitions of Terms and Acronyms Used in the Report

A. Agency-specific acronyms or other terms.

OFHEO – Office of Federal Housing Enterprise Oversight

B. Basic terms, expressed in common terminology.

1. FOIA/PA request -- Freedom of Information Act/Privacy Act request. A FOIA request is generally a request for access to records concerning a third party, an organization, or a particular topic of interest. A Privacy Act request is a request for records concerning oneself; such requests are also treated as FOIA requests. (All requests for access to records, regardless of which law is cited by the requester, are included in this report.)
2. Initial Request -- a request to a federal agency for access to records under the Freedom of Information Act.
3. Appeal -- a request to a federal agency asking that it review at a higher administrative level a full denial or partial denial of access to records under the Freedom of Information Act, or any other FOIA determination such as a matter pertaining to fees.
4. Processed Request or Appeal -- a request or appeal for which an agency has taken a final action on the request or the appeal in all respects.
5. Multi-track processing -- a system in which simple requests requiring relatively minimal review are placed in one processing track and more voluminous and complex requests are placed in one or more other tracks. Requests in each track are processed on a first-in/first out basis. A requester who has an urgent need for records may request expedited processing (see below).
6. Expedited processing -- an agency will process a FOIA request on an expedited basis when a requester has shown an exceptional need or urgency for the records which warrants prioritization of his or her request over other requests that were made earlier.
7. Simple request -- a FOIA request that an agency using multi-track processing places in its fastest (nonexpedited) track based on the volume and/or simplicity of records requested.

8. Complex request -- a FOIA request that an agency using multi-track processing places in a slower track based on the volume and/or complexity of records requested.

9. Grant -- an agency decision to disclose all records in full in response to a FOIA request.

10. Partial grant -- an agency decision to disclose a record in part in response to a FOIA request, deleting information determined to be exempt under one or more of the FOIA's exemptions; or a decision to disclose some records in their entirety, but to withhold others in whole or in part.

11. Denial -- an agency decision not to release any part of a record or records in response to a FOIA request because all the information in the requested records is determined by the agency to be exempt under one or more of the FOIA's exemptions, or for some procedural reason (such as because no record is located in response to a FOIA request).

12. Time limits -- the time period in the Freedom of Information Act for an agency to respond to a FOIA request (ordinarily 20 working days from proper receipt of a "perfected" FOIA request).

13. "Perfected" request -- a FOIA request for records which adequately describes the records sought, which has been received by the FOIA office of the agency or agency component in possession of the records, and for which there is no remaining question about the payment of applicable fees.

4. Exemption 3 statute -- a separate federal statute prohibiting the disclosure of a certain type of information and authorizing its withholding under FOIA subsection (b)(3).

15. Median number -- the middle, not average, number. For example, of 3, 7, and 14, the median number is 7.

16. Average number -- the number obtained by dividing the sum of a group of numbers by the quantity of numbers in the group. For example, of 3, 7, and 14, the average number is 8.

IV. Exemption 3 Statutes

A. List of Exemption 3 statutes relied on by OFHEO during FY05 - **None**.

1. Brief description of type(s) of information withheld under each statute – **N/A**.
2. Statement of whether a court has upheld the use of each statute. If so, then cite example – **N/A**.

V. Initial FOIA/PA Access Requests

A. Numbers of Initial Requests:

1. Number of requests pending as of FY04 - **0**
2. Number of requests received during FY05 - **126**
3. Number of requests processed during current FY05 - **124**
4. Number of requests pending as of end of FY05 - **2**

B. Disposition of Initial Requests:

1. Number of total grants - **13**
2. Number of partial grants - **10**
3. Number of denials - **3**
 - a. Number of times each FOIA exemption used (counting each exemption once per request)
 - (1) Exemption 1 - **0**
 - (2) Exemption 2 - **2**
 - (3) Exemption 3 - **0**
 - (4) Exemption 4 - **5**

- (5) Exemption 5 – 2
- (6) Exemption 6 – 7
- (7) Exemption 7(A) - 2
- (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 - 5
- (14) Exemption 9 - 0

4. Other reasons for nondisclosure (total): 98

- a. no records - 90
- b. referrals - 1
- c. request withdrawn - 7
- d. fee-related reason - 0
- e. records not reasonably described - 0
- f. not a proper FOIA request for some other reason - 0
- g. not an agency record - 0
- h. duplicate request - 0
- i. other (specify) – 0

VI. Appeals of Initial Denials of FOIA/IP Requests

A. Numbers of appeals.

1. Number of appeals received during FY05 - **1**
2. Number of appeals processed during FY05 - **1**

B. Disposition of appeals.

1. Number completely upheld - **1**
2. Number partially reversed - **0**
3. Number completely reversed - **0**

a. number of times each FOIA exemption used (counting 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 - 1

(14) Exemption 9 - 0

4. Other reasons for nondisclosure (total) - 0

a. no records - 0

b. referrals - 0

c. request withdrawn - 0

d. fee-related reason - 0

e. records not reasonably described - 0

f. not a proper FOIA request for some other 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 processed during the year.

1. Simple requests (if multiple tracks used).

a. number of requests processed - 123

b. median number of days to process - 16

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

a. number of requests processed - 0

b. median number of days to process - 0

3. Requests accorded expedited processing.

a. number of requests processed - 1

b. median number of days to process – 6

B. Status of pending requests.

1. Number of requests pending as of end FY05 - 2

2. Median number of days that such requests were pending as of that date - 30

VIII. Comparisons with Previous Year(s) (Optional)

A. Comparison of numbers of requests received – 53 (FY04) vs. 126 (FY05)
138% increase

B. Comparison of numbers of requests processed – 53 (FY04) vs. 124 (FY05)
134% increase

C. Comparison of median numbers of days requests were pending as of end of the fiscal year – 0 (FY04) vs. 30 (FY05)

D. Other statistics significant to agency – **We received and granted one request for expedited processing in FY05. The two requests pending at the end of the FY did receive a response within 20 days, but release of documents has been done in stages. The third and final release was completed on January 30, 2006.**

E. Other narrative statements describing agency efforts to improve timeliness of FOIA performance and to make records available to the public (e.g., backlog-reduction efforts; specification of average number of hours per processed request; training activities; public availability of new categories of records) – **OFHEO processes FOIA's on a first in – first out basis and does not multi-track.**

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 total work years) - **.75**
3. Total number of personnel (in work-years) - **.75**

B. Total costs (including staff and all resources)

1. FOIA processing (including appeals) - **\$96,000.00**
2. Litigation-related activities (estimated) - **\$0**
3. Total costs - **\$96,000.00**
4. Comparison with previous year(s) - **FY04 \$36,292.00 vs. FY05 \$96,000.00**

C. Statement of additional resources needed for FOIA compliance – **N/A**

X. Fees

- A. Total amount of fees collected by agency for processing requests – **\$1651.19**
- B. Percentage of total costs – **1.7%**

XI. FOIA Regulations (Including Fee Schedule)

The OFHEO regulation may be seen at www.ofheo.gov/media/pdf/release.pdf.

The OFHEO fee schedule may be seen at www.ofheo.gov/foia.asp.