

National Endowment for the Humanities
Freedom of Information Act (FOIA) Reading Room Certification

A. Internal Review of Agency FOIA Reading Room

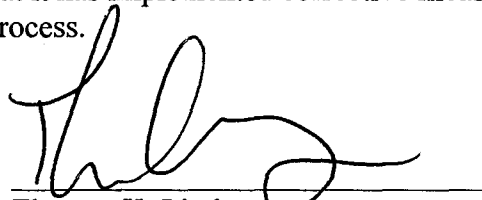
On May 30, 2008, the Attorney General at the U.S. Department of Justice (DOJ) issued a report requiring agency Chief FOIA Officers to review and address any deficiencies in their FOIA Reading Room(s) as well as provide certification to the DOJ and the Office of Management and Budget that their Reading Rooms are in compliance with the FOIA. Since the release of this report, the Office of Information and Privacy has also issued a guidance memorandum for all agency Chief FOIA Officers on the certification process. Pursuant to the requirements set forth in this memorandum, the National Endowment for the Humanities (NEH) has thoroughly and carefully reviewed its FOIA Reading Room to determine whether the agency is in compliance with the legal requirements of the FOIA.

B. Any Reading Room Deficiencies Addressed

A total of three deficiencies in the content of the agency's electronic FOIA Reading Room were found during our review process and consisted of either broken or duplicate links to records in the agency's electronic FOIA Reading Room. Specifically, the link for the record "Summary of Fiscal Year 2007 Budget Request" was not working properly, and there were duplicate links on the NEH electronic FOIA Reading Room website for both the "Job opportunities" and "NEH credit card holders" records. Since finding these deficiencies, NEH has taken corrective action by replacing the broken link to the "Summary of Fiscal Year 2007 Budget Request" record with a new 2009 Budget Request link and by removing all duplicate links from the agency's electronic FOIA Reading Room.

C. Certification

As the NEH Chief FOIA Officer, I am certifying that NEH has conducted a comprehensive review of the agency's FOIA Reading Room and that it has implemented corrective measures for all deficiencies that were found during the review process.



Thomas K. Lindsay,
Deputy Chairman & Chief FOIA Officer
National Endowment for the Humanities