

October 1, 2001

Office of the National Counterintelligence Executive (NCIX)
Fiscal Year 2001
Annual Freedom of Information Act (FOIA) Report

I. Basic Information Regarding this Report

A. This is the initial NCIX report. The NCIX officially replaced the National Counterintelligence Center (NACIC) in May 2001. The NCIX contact person for questions concerning NCIX's annual FOIA report for Fiscal Year 2001 (10/1/00-9/30/01): Michael Woods, Information and Privacy Coordinator, Office of the National Counterintelligence Executive, Room 3W01, NHB, Washington DC 20505, Telephone: (703) 874-4115, FAX: (703) 874-5844.

B. Electronic Address for this report on NCIX's World Wide Web site: <http://www.ncix.gov>.

C. How to obtain a paper copy of this report: download it from the NCIX web site (see I.B. supra) or request it from the NCIX contact person (see I.A. supra).

II. How to Make a FOIA Request

Information concerning the submission of FOIA request to NCIX is contained in the FOIA and Privacy Act section of the NCIX web site (see I.B. supra) and is also available from the NCIX contact person (see I.A. supra).

III. Definitions of Terms and Acronyms Used in this Report

A. Agency-specific acronyms and other terms:

1. FOIA--Freedom of Information Act (5 U.S.C. 552)
2. FY--Fiscal Year
3. NCIX--Office of the National Counterintelligence Executive
4. PA--Privacy Act (5 U.S.C. 552a)

B. Basic Terms:

1. FOIA/PA Request--A FOIA request is generally a request for disclosure of records concerning a third party, an organization, or a particular topic of interest. A Privacy Act request is a request for records covered by that Act concerning the requestor, such requests would also be treated as FOIA requests.
2. Initial Request--A request to NCIX for records under FOIA.
3. Appeal--A request to NCIX asking that it review at a higher administrative level a full or partial denial of a FOIA request, or any other FOIA determination such as a matter pertaining to fees.
4. Processed Request or Appeal--A request or appeal for which NCIX has taken final action.

5. Denial--An NCIX decision not to release any part of a record or records in response to a FOIA request because all of the information in the denied request is determined by NCIX to be exempt under one or more of the FOIA exemptions, or for procedural reasons.

6. Working Days--Days excepting Saturdays, Sundays, and legal public holidays.

IV. Initial FOIA and Privacy Act Requests

A. Number of initial requests:

1. Number of requests pending at conclusion of the previous FY (FY 2000): 0
2. Number of requests received during the fiscal year covered by this annual report (FY 2001): 3
3. Number of requests processed during FY 2001: 3
4. Number of requests pending at the end of FY 2001: 0

B. Disposition of initial requests:

1. Number of complete releases: 3
2. Number of partial releases: 0
3. Number of denials: 0
4. Number of FOIA exemptions or other reasons for non-disclosure used: 0
5. Number of appeals: 0

V. Compliance with Time Limits/Status of Pending Requests

A. Median processing time for requests processed during FY 2001

1. Number of requests processed: 3
2. Number of days required to process request: 1

There are no pending requests for FY 2001.

VI. Staffing Levels

1. Number of full time personnel: 0
2. Number of personnel with part time or occasional FOIA duties (in estimated work years): 0.05
3. Total number of personnel: 0.05

VII. Total Costs

1. FOIA processing (including training and other administrative requirements): \$3,000
2. Litigation-related activities: 0
3. Total costs (estimated): \$3,000

VIII. Fees

Total amount collected: 0