

Committee for Purchase From People Who Are Blind or Severely Disabled
Freedom of Information Act (FOIA) Backlog Reduction Goals
for FY08, FY09, and FY10, in furtherance of
Executive Order 13,392, "Improving Agency Disclosure of Information"

This report is in response to the Department of Justice's September 7, 2007 memorandum which provided guidance to agencies on the establishment and publication by November 1, 2007, of backlog reduction goals for each agency for Fiscal Years 2008, 2009, and 2010. Any agency that has a request or appeal pending beyond the statutory time period as of the end of Fiscal Year 2007 is required to establish and publish these goals.

The September 16, 2007 memorandum, which the Department of Justice explained to FOIA professionals on September 18, 2007, provided templates to be used by agencies for reporting their backlog reduction goals for Fiscal Years 2008, 2009, and 2010. The requirements for establishing and posting these goals are contained in the guidance issued by the Office of Information and Privacy on September 6, 2007. See FOIA Post, "Guidance on Submitting Backlog Reduction Goals for Fiscal Years 2008, 2009, and 2010" (posted 9/7/07).

Background:

On June 1, 2007, the Attorney General, in consultation with OMB, issued his second report to the President pursuant to Executive Order 13,392. In accordance with Sec. 4(a) of the Executive Order, the Attorney General's report includes recommendations for improving agency FOIA administration. One of those recommendations requires each agency that has a request or appeal pending beyond the statutory time period (i.e., a backlog) at the end of Fiscal Year 2007 to establish backlog reduction goals for Fiscal Years 2008, 2009, and 2010. Each agency is required to establish these goals by November 1, 2007, and publish them on the agency's web site.

Requirements:

I. Timing for establishing Backlog Reduction Goals for FY08, FY09, and FY10.

In order to appropriately ensure that agency backlog reduction goals incorporate the requirements detailed below, each agency must submit a draft of their goals to the Department of Justice, Office of Information and Privacy (OIP), for review by October 19, 2007. After review by the Department of Justice, each agency must post the backlog reduction goals to its FOIA web site by November 1, 2007.

II. Establishing the Backlog Reduction Goals for FY08, FY09, and FY10.

As noted above, any agency that has any request or appeal pending beyond the statutory time period at the end of FY07 is now required to establish backlog reduction goals for Fiscal Years 2008, 2009, and 2010, and publish such goals on the agency's web site.

III. Report.

The Committee for Purchase From People Who Are Blind or Severely Disabled (Committee) establishes the following goals with respect to the numbers of FOIA requests and administrative appeals to be processed for the next three fiscal years as well as the number of requests and number of appeals it expects to be pending beyond the statutory time period at the end of each fiscal year for Fiscal Years 2008, 2009, and 2010.

Requests

Fiscal Year	Number of Pending Requests at Beginning of FY	Estimated Number of Requests Incoming During FY	Agency's Goal for Number of Requests to be Processed During FY	Agency's Goal for Number of Requests Pending Beyond Statutory Time Period (i.e., Backlog) at End of FY
2008	10	100	100	10

Fiscal Year	Projected Number of Requests Pending Beyond Statutory Time Period (Backlog) at Beginning of FY	Estimated Number of Requests Incoming During FY	Agency's Goal for Number of Requests to be Processed During FY	Agency's Goal for Number of Requests Pending Beyond Statutory Time Period (Backlog) at End of FY
2009	Use # from last column above 10	100	100	5
2010	Use # from last column above 5	100	100	0

Appeals

Fiscal Year	Number of Pending Appeals at Beginning of FY	Estimated Number of Appeals Incoming During FY	Agency's Goal for Number of Appeals to be Processed During FY	Agency's Goal for Number of Appeals Pending Beyond Statutory Time Period (i.e., Backlog) at End of FY
2008	0	2	2	0

Fiscal Year	Projected Number of Appeals Pending Beyond Statutory Time Period (Backlog) at Beginning of FY	Estimated Number of Appeals Incoming During FY	Agency's Goal for Number of Appeals to be Processed During FY	Agency's Goal for Number of Appeals Pending Beyond Statutory Time Period (Backlog) at End of FY
2009	Use # from last column above 0	1	1	0
2010	Use # from last column above 0	1	1	0

IV. Review of Backlog Reduction Goals.

On October 19, 2007, the Committee's draft will be submitted for review by the Department of Justice, OIP. After review by the Department of Justice, the Committee will publish its backlog reduction goals on its FOIA web site by November 1, 2007.