

The National Security Archive

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Via Facsimile

January 28, 2003

Sharon V. Lighton, FOIA Officer
Information Management and Administrative Policy Division
General Services Administration
Room 7123
1800 F Street, N.W.
Washington, D.C. 20405

RE: FOIA Request # 20020521GSA001

To the Office of the General Counsel:

This letter constitutes an administrative appeal under the US Freedom of Information Act.

On September 4, 2002, William Ferroggiaro, on behalf of the National Security Archive, filed a FOIA request via fax to your office.

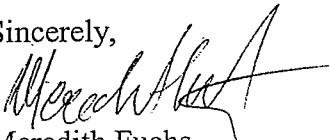
This request sought:

“All records, including but not limited to guidance or directives, memoranda, training materials, or legal analyses, concerning the US Department of Justice's implementation of US Attorney General John Ashcroft's October 12, 2001 memorandum on the US Freedom of Information Act.”

We have not yet received a reply or acknowledgement of the above referenced request. This request is a simple request concerning a specific topic, i.e., the Attorney General's October 12, 2001 memo on FOIA, which likely generated a finite amount of material. As encouraged in the Electronic FOIA Amendments of 1996, this request ought be processed in a 'simple' queue. The records requested should primarily be maintained within the FOIA office of your agency and, thus, only a minimal amount of time should be necessary to identify responsive materials. Furthermore, there is nothing in the material sought that could be considered sensitive according to the Attorney General's directive. Therefore, as your agency has had more than the 20 statutory days—indeed, more than 90 days—to process this request, we appeal your lack of response.

As you know, the statute mandates a decision on this appeal within 20 days.

Sincerely,



Meredith Fuchs
General Counsel

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