

Freedom of Information Act

FISCAL YEAR 1999 ANNUAL REPORT for NACIC

BASIC INFORMATION REGARDING THIS REPORT

The NACIC contact person for questions concerning NACIC's annual FOIA report for Fiscal Year 1999 (10/1/98-9/30/99): David Staretz, Information and Privacy Coordinator, National Counterintelligence Center, Room 3W01, NHB, Washington DC 20505, Telephone: (703) 874-4070, FAX: (703) 874-5844.

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

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

HOW TO MAKE A FOIA REQUEST

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

DEFINITIONS OF TERMS AND ACRONYMS USED IN THIS REPORT

Agency-specific acronyms and other terms:

FOIA-Freedom of Information Act (5 U.S.C. 552)

FY-Fiscal Year

NACIC-National Counterintelligence Center

PA-Privacy Act (5 U.S.C. 552a)

Basic Terms:

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.

Initial Request-a request to NACIC for records under FOIA.

Appeal-a request to NACIC 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.

Processed Request or Appeal-a request or appeal for which NACIC has taken final action.

Denial-a NACIC 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 NACIC to be exempt under one or more of the FOIA exemptions, or for procedural reasons.

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

INITIAL FOIA AND PRIVACY ACT REQUESTS

Number of Initial Requests:

Number of requests pending at conclusion of FY98: 0

Number of requests received during the fiscal year covered by this annual report (FY99): 0

Number of requests processed during FY99: 0

Number of requests pending at the end of FY99: 0

Disposition of Initial Requests:

Number of Complete Releases: 0

Number of Partial Releases: 0

Number of Denials: 0

Number of FOIA exemptions or other reasons for non-disclosure used: 0

Number of Appeals: 0

COMPLIANCE WITH TIME LIMITS/STATUS OF PENDING REQUESTS

Median processing time for requests processed during FY 99:

Number of Requests Processed: 0

Number of days to required process request: 0

There are no pending requests for FY 99.

STAFFING LEVELS

Number of Full-Time Personnel: 0

Number of personnel with part time or occasional FOIA duties (in estimated work years): 0.05

Total Number of Personnel: 0.05

TOTAL COSTS

FOIA Processing (including training and other administrative requirements): 3,000

Litigation-related Activities: 0

Total Costs (estimated): 3,000

TOTAL FEES

Total Amount Collected: 0