

From: Jacqueline Silber — *EDO*
To: Baker, Edward — *o/s*
Date: 12/20/05 3:52PM
Subject: Re: Executive Order on FOIA

I will talk with Luis re: the FOIA Officer. I assume the writeup you forwarded was an environmental scan and is not your final input on how we will address gaps.

thanks

>>> Russell Nichols 12/19/05 3:39 PM >>>

Ed,

The new EO on FOIA (copy attached) requires agencies to designate a Chief FOIA Officer within 30 days of the date of the EO (the EO was signed Dec 14, 2005).

The Chief FOIA Officer must be someone at the Assistant Secretary or equivalent level. Recommend you raise this to Jackie's attention and the EDO so they can start the ball rolling to determine who it will be.

I am also attaching a quick-reference on what the EO requires compared to what we are already doing.

Russ

CC:

Olive, Karen — *oEDO*

A/12

From: Edward Baker *o/s*
To: John Linehan, Brenda Shelton, Russell Nichols *o/s*
Date: 12/27/05 6:32PM *o/s*
Subject: Chief FOIA Officer *o/s*

Refer to o/s

John/Brenda/Russ - One of the new requirements we got notified of recently was to have Chief FOIA Officer. Luis agreed Jackie should have that responsibility. Please draft the appropriate notification.

Ed

CC: James Schaeffer, Karen Olive *o/s* - *oEDD*