



# FOIA ANNUAL REPORT

FOR

October 1, 2013

THROUGH

September 30, 2014

October 2014

The following **Annual Freedom of Information Act** report covers the Period 1 October 2013, through 30 September 2014, as required by 5 U.S.C. 552.

## I. BASIC INFORMATION REGARDING REPORT

1. Provide name, title, address, and telephone number of person(s) to be contacted with questions about the Report.

Miriam Brown-Lam  
Principal Agency FOIA Officer  
Chief, FOIA Public Liaison Officer  
NASA  
202-358-0718

2. Provide an electronic link for access to the Report on the agency Web site.

<http://www.nasa.gov/FOIA/report.html#.VDKokhDisSY>

3. Explain how to obtain a copy of the Report in paper form.

National Aeronautics and Space Administration (NASA)

Attention: Freedom of Information Act (FOIA) Office  
300 E. Street, SW, Code: P-FOIA  
Washington, DC 20546-0001  
Email: [FOIA@hq.nasa.gov](mailto:FOIA@hq.nasa.gov)

## **II. MAKING A FOIA REQUEST**

1. Provide names, addresses, and telephone numbers of all individual agency components that receive FOIA requests.

Josephine Sibley, HQ FOIA Public Liaison Officer; 202-358-2462  
NASA Headquarters (HQ) FOIA Requester Service Center  
Washington, DC 20546-0001

Frank LaRocca, OIG Public Liaison Officer; 202-358-2575  
NASA Office of the Inspector General (OIG); FOIA Requester Service Center  
Washington, DC 20546-0001

Lubna Shirazi, ARC FOIA Public Liaison Officer; 650-604-1138  
NASA Ames Research Center (ARC), FOIA Requester Service Center MS943-4  
Moffett Field, CA 94035

Kim Lewis-Bias, AFRC FOIA Public Liaison Officer; 661-276-2704  
NASA Armstrong Flight Research Center (AFRC), FOIA Requester Service Center MS 273  
Edwards, CA 93523

Jacklyn Facinelli, GRC FOIA Public Liaison Officer; 216-433-2315  
NASA Glenn Research Center (GRC), FOIA Requester Service Center, MS 0610  
21000 Brookpark Road, Cleveland, OH 44135

Joan Belt, GSFC FOIA Public Liaison Officer; 301-286-4721  
NASA Goddard Space Flight Center (GSFC) FOIA Requester Service Center, MS213.1  
Greenbelt, MD 20771

Dennis Mahon, JPL FOIA Public Liaison Officer; 818-393-6779  
NASA Jet Propulsion Laboratory(JPL), FOIA Requester Service Center  
4800 Oak Grove Drive, Pasadena, VA 91109

Jessica Cordero, JSC FOIA Public Liaison Officer; 281-483-8252  
NASA Johnson Space Center (JSC), FOIA Requester Service Center, MC AP2  
Houston, TX 77058

Penny Myers, KSC FOIA Public Liaison Officer; 321-867-9280  
NASA Kennedy Space Center (KSC), FOIA Requester Service Center MC XA-A1  
Kennedy Space Center, FL 32889

Carissa Wheeler, LaRC FOIA Public Liaison Officer; 757-864-4274  
NASA Langley Research Center (LaRC), FOIA Requester Service Center, MS 218  
Hampton, VA 23681

Judi Hollingsworth, MSFC FOIA Public Liaison Officer; 256-544-1837  
NASA Marshall Space Flight Center (MSFC), FOIA Requester Service Center, MC CS20  
Marshall Space Flight Center, AL 35812

Jamie Mettler, NSSC FOIA Public Liaison Officer; 228-813-6490  
NASA Shared Service Center (NSSC), FOIA Requester Service Center  
Bldg 5100 Standby Road, Stennis Space Center, MS 39529

Sallie Bilbo, SSC FOIA Public Liaison Officer; 228-688-3182  
NASA Stennis Space Center (SSC), FOIA Requester Service Center  
Code CA 10, Stennis Space Center, MS 39529-6000

2. Provide a brief description of why some requests are not granted and an overview of certain general categories of the agency's records to which the FOIA exemptions apply.  
Generally, when requests are not granted it is due to the fact that the documents are exempt from release in accordance with the FOIA. NASA processes a substantial number of requests for contracts as well as deliberative process materials.

### III. ACRONYMS, DEFINITIONS, AND EXEMPTIONS

1. Provide any agency-specific acronyms or terms used in this Report.

NASA - National Aeronautics and Space Administration

HQ - NASA Headquarters

ARC -Ames Research Center

AFRC - Armstrong Flight Research Center

GSFC -Goddard Space Flight Center

JSC - Johnson Space Flight Center

KSC - Kennedy Space Flight Center

LaRC - Langley Research Center

GRC - Glenn Research Center

MSFC - Marshall Space Flight Center

NSSC - NASA Shared Service Center

OGC -Office of the General Counsel

OIG -Office of the Inspector General

SSC - Stennis Space Center

MDR - Mandatory Declassification Review Office (Does not process FOIA requests)

2. Include the following definitions of terms used in this Report:

- a. **Administrative Appeal** - a request to a federal agency asking that it review at a higher administrative level a FOIA determination made by the agency at the initial request level.
- b. **Average Number** - the number obtained by dividing the sum of a group of numbers by the quantity of numbers in the group. For example, of 3, 7, and 14, the average number is 8.
- c. **Backlog** - the number of requests or administrative appeals that are pending at an agency at the end of the fiscal year that are beyond the statutory time period for a response.
- d. **Component** - for agencies that process requests on a decentralized basis, a "component" is an entity, also sometimes referred to as an Office, Division, Bureau, Center, or Directorate, within the agency that processes FOIA requests. The FOIA now requires that agencies include in their Annual FOIA Report data for both the agency overall and for each principal component of the agency.
- e. **Consultation** - the procedure whereby the agency responding to a FOIA request first forwards a record to another agency for its review because that other agency has an interest in the document. Once the agency in receipt of the consultation finishes its review of the record, it responds back to the agency that

forwarded it. That agency, in turn, will then respond to the FOIA requester.

- f. **Exemption 3 Statute** - a federal statute that exempts information from disclosure and which the agency relies on to withhold information under subsection (b)(3) of the FOIA.
- g. **FOIA Request** - a FOIA request is generally a request to a federal agency for access to records concerning another person (i.e., a "third-party" request), or concerning an organization, or a particular topic of interest. FOIA requests also include requests made by requesters seeking records concerning themselves (i.e., "first-party" requests) when those requesters are not subject to the Privacy Act, such as non-U.S. citizens. Moreover, because all first-party requesters should be afforded the benefit of both the access provisions of the FOIA as well as those of the Privacy Act, FOIA requests also include any first-party requests where an agency determines that it must search beyond its Privacy Act "systems of records" or where a Privacy Act exemption applies, and the agency looks to FOIA to afford the greatest possible access. All requests which require the agency to utilize the FOIA in responding to the requester are included in this Report.

Additionally, a FOIA request includes records referred to the agency for processing and direct response to the requester. It does not, however, include records for which the agency has received a consultation from another agency. (Consultations are reported separately in Section XII of this Report.)

- h. **Full Grant** - an agency decision to disclose all records in full in response to a FOIA request.
- i. **Full Denial** - an agency decision not to release any records in response to a FOIA request because the records are exempt in their entireties under one or more of the FOIA exemptions, or because of a procedural reason, such as when no records could be located.
- j. **Median Number** - the middle, not average, number. For example, of 3, 7, and 14, the median number is 7.
- k. **Multi-Track Processing** - a system in which simple requests requiring relatively minimal review are placed in one processing track and more voluminous and complex requests are placed in one or more other tracks. Requests granted expedited processing are placed in yet another track. Requests in each track are processed on a first in/first out basis.
  - i. **Expedited Processing** - an agency will process a FOIA request on an expedited basis when a requester satisfies the requirements for expedited processing as set forth in the statute and in agency regulations.
  - ii. **Simple Request** - a FOIA request that an agency using multi-track processing places in its fastest (non-expedited) track based on the low volume and/or simplicity of the records requested.
  - iii. **Complex Request** - a FOIA request that an agency using multi-track processing places in a slower

track based on the high volume and/or complexity of the records requested.

- l. **Partial Grant/Partial Denial** - in response to a FOIA request, an agency decision to disclose portions of the records and to withhold other portions that are exempt under the FOIA, or to otherwise deny a portion of the request for a procedural reason.
  - m. **Pending Request or Pending Administrative Appeal** - a request or administrative appeal for which an agency has not taken final action in all respects.
  - n. **Perfect Request** - a request for records which reasonably describes such records and is made in accordance with published rules stating the time, place, fees (if any) and procedures to be followed.
  - o. **Processed Request or Processed Administrative Appeal** - a request or administrative appeal for which an agency has taken final action in all respects.
  - p. **Range in Number of Days** - the lowest and highest number of days to process requests or administrative appeals.
  - q. **Time Limits** - the time period in the statute for an agency to respond to a FOIA request (ordinarily twenty working days from receipt of a perfected FOIA request).
3. Include the following concise descriptions of the nine FOIA exemptions:
- a. **Exemption 1:**
    - (A) specifically authorized under criteria established by an Executive order to be kept secret in the interest of national defense or foreign policy, and
    - (B) are in fact properly classified pursuant to such Executive Order;
  - b. **Exemption 2:** related solely to the internal personnel rules of an agency;
  - c. **Exemption 3:** specifically exempted from disclosure by statute (other than section 552b of this title), provided that such statute
    - (A) requires that the matters be withheld from the public in such a manner as to leave no discretion on the issue, or
    - (B) establishes particular criteria for withholding or refers to particular types of matters to be withheld;
  - d. **Exemption 4:** trade secrets and commercial or financial information obtained from a person and privileged or confidential;
  - e. **Exemption 5:** inter-agency or intra-agency memorandums or letters which would not be available by law to a party other than an agency in litigation with the agency;
  - f. **Exemption 6:** personnel and medical files and similar files the disclosure of which would constitute a

clearly unwarranted invasion of personal privacy;

- g. **Exemption 7:** records or information compiled for law enforcement purposes, but only to the extent that the production of such law enforcement records or information
  - (A) could reasonably be expected to interfere with enforcement proceedings,
  - (B) would deprive a person of a right to a fair trial or an impartial adjudication,
  - (C) could reasonably be expected to constitute an unwarranted invasion of personal privacy,
  - (D) could reasonably be expected to disclose the identity of a confidential source, including a State, local, or foreign agency or authority or any private institution which furnished information on a confidential basis, and, in the case of a record or information compiled by a criminal law enforcement authority in the course of a criminal investigation or by an agency conducting a lawful national security intelligence investigation, information furnished by a confidential source,
  - (E) would disclose techniques and procedures for law enforcement investigations or prosecutions, or would disclose guidelines for law enforcement investigations or prosecutions, if such disclosure could reasonably be expected to risk circumvention of the law, or
  - (F) could reasonably be expected to endanger the life or physical safety of any individual;
- h. **Exemption 8:** contained in or related to examination, operating, or condition reports prepared by, on behalf of, or for the use of an agency responsible for the regulation or supervision of financial institutions; information relating to the supervision of financial institutions
- i. **Exemption 9:** geological and geophysical information and data, including maps concerning wells

#### IV. Exemption 3 Statutes

A. For Initial Requests				
Statute	Type of Information Withheld	Case Citation	Number of Times Relied upon per Component	Total Number of Times Relied upon by Agency
10 U.S.C. § 2305(g)	Certain contractor proposals	Roman v. NSA, Nos. 09-2947, 09-4281, 09-3344, 09-2504, 09-5633, 2012 WL 569747, at *7 (E.D.N.Y. Feb. 22, 2012); Margolin v. NASA, No. 09-CV-00421-LRH-VPC, 2011 WL 1303221, at *6 (D. Nev. Mar. 31, 2011).	GRC : 1 GSFC : 2 KSC : 3 MSFC : 1	7
22 U.S.C. § 2751	Information subject to the Arms Exports Control;	None cited	ARC : 1	14

	Control Technical data withheld according to regulations establishing lists or categories of technical data that may not be exported, under the Arms Export Control Act.		HQ : 2 JPL : 5 JSC : 4 MSFC : 2	
41 U.S.C. § 2102	Contractor bid or proposal information; source selection information	Legal & Safety Employer Research, Inc. v U.S. Dept of the Army, No. Civ. S001748, 2001 WL 34098652, at *3-4 (E.D. Cal. May 4, 2001) (dictum)	GSFC : 2	2
5 U.S.C. 107(a)(2)	Ethics in Government Act of 1978 - Protecting Financial Disclosure Reports of Special Government Employees	None Cited	HQ : 2	2
41 U.S.C. § 423(a)(1)* (Procurement Integrity Act)	Contractor bid or proposal information; source selection information	Legal & Safety Employer Research, Inc. v. U.S. Dep't of the Army, No. Civ. S001748, 2001 WL 34098652, at *3-4 (E.D. Cal. May 4, 2001) (dictum).	AFRC : 1	1

<b>B. For Appeals</b>				
<b>Statute</b>	<b>Type of Information Withheld</b>	<b>Case Citation</b>	<b>Number of Times Relied upon per Component</b>	<b>Total Number of Times Relied upon by Agency</b>
22 U.S.C. § 2751	Information subject to the Arms Exports Control; Control Technical data withheld according to regulations establishing lists or categories of technical data that may not be exported, under the Arms Export Control Act.	None cited	OGC : 1	1
5 U.S.C. 107(a)(2)	Ethics in Government Act of 1978 - Protecting Financial Disclosure Reports of Special Government Employees	None Cited	OGC : 1	1

## V. FOIA REQUESTS

<b>A. Received, Processed and Pending FOIA Requests</b>				
	<b>Number of Requests Pending as of Start of Fiscal Year</b>	<b>Number of Requests Received in Fiscal Year</b>	<b>Number of Requests Processed in Fiscal Year</b>	<b>Number of Requests Pending as of End of Fiscal Year</b>
<b>AFRC</b>	1	16	17	-
<b>ARC</b>	8	43	45	6
<b>GRC</b>	2	16	18	-
<b>GSFC</b>	12	119	125	6
<b>HQ</b>	6	177	175	8

JPL	-	40	40	-
JSC	13	131	140	4
KSC	7	102	86	23
LaRC	1	23	23	1
MDR	-	-	-	-
MSFC	2	62	62	2
NSSC	2	17	14	5
OGC	-	-	-	-
OTIG	-	32	32	-
SSC	-	14	13	1
AGENCY OVERALL	54	792	790	56

**B.(1) Disposition of FOIA Requests All Processed Requests**

	Number of Full Grants	Number of Partial Grants/ Partial Denials	Number of Full Denials Based on Exemptions	Number of Full Denials Based on Reasons Other than Exemptions									TOTAL	
				No Records	Referrals	Request Withdrawn	Fee-Related Reason	Records Not Reasonably Described	Improper FOIA Request for Other Reason	Not Agency Record	Duplicate Request	Other *Explain in chart below		
AFRC	2	8	1	3	-	-	-	-	-	-	-	3	-	17
ARC	8	19	6	6	-	-	2	-	-	1	2	1	-	45
GRC	5	4	1	-	-	1	1	1	-	-	-	5	-	18
GSFC	29	35	4	15	-	13	5	5	10	-	-	9	-	125
HQ	44	24	5	20	2	2	1	28	18	21	10	-	-	175
JPL	4	10	3	3	-	3	1	5	1	2	7	1	-	40
JSC	28	29	1	4	3	15	18	11	16	8	7	-	-	140
KSC	11	17	2	2	1	2	9	7	22	4	9	-	-	86
LaRC	6	6	1	1	-	-	-	4	1	1	3	-	-	23

<b>MDR</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>MSFC</b>	25	19	5	8	-	1	1	1	-	-	2	-	62	
<b>NSSC</b>	2	6	1	1	-	2	-	1	-	-	1	-	14	
<b>OGC</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>OIG</b>	1	17	5	5	2	-	-	-	1	-	1	-	32	
<b>SSC</b>	1	2	1	1	-	4	-	-	1	-	3	-	13	
<b>AGENCY OVERALL</b>	166	196	36	69	8	43	38	63	71	38	61	1	790	

<b>B.(2) Disposition of FOIA Requests Other Reasons for Full Denials Based on Reasons Other than Exemptions</b>		
<b>Component</b>	<b>Description of Other Reasons for Denials from Chart B (1) &amp; Number of Times Those Reasons Were Relied upon</b>	<b>TOTAL</b>
<b>JPL</b>	Documents that are already in the public domain 1	1

<b>B.(3) Disposition of FOIA Requests Number of Times Exemptions Applied</b>														
	<b>(b)(1)</b>	<b>(b)(2)</b>	<b>(b)(3)</b>	<b>(b)(4)</b>	<b>(b)(5)</b>	<b>(b)(6)</b>	<b>(b)(7)(A)</b>	<b>(b)(7)(B)</b>	<b>(b)(7)(C)</b>	<b>(b)(7)(D)</b>	<b>(b)(7)(E)</b>	<b>(b)(7)(F)</b>	<b>(b)(8)</b>	<b>(b)(9)</b>
<b>AFRC</b>	-	-	1	9	-	4	-	-	-	-	-	-	-	-
<b>ARC</b>	-	-	1	18	5	12	-	-	-	-	-	3	-	-
<b>GRC</b>	-	-	1	3	1	1	-	-	-	-	-	-	-	-
<b>GSFC</b>	-	1	4	29	3	6	-	-	-	-	-	-	-	-
<b>HQ</b>	2	-	4	2	5	21	1	-	1	1	2	1	-	-
<b>JPL</b>	-	-	5	7	-	11	-	-	-	-	-	-	-	-
<b>JSC</b>	-	-	4	21	5	2	-	-	-	-	1	-	-	-
<b>KSC</b>	-	1	3	13	1	8	-	-	-	-	1	1	-	-
<b>LaRC</b>	-	-	-	5	1	1	-	-	-	-	-	-	-	-
<b>MDR</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>MSFC</b>	-	-	3	19	1	2	-	-	1	-	-	-	-	-
<b>NSSC</b>	-	1	-	5	1	1	-	-	-	-	1	-	-	-
<b>OGC</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>OIG</b>	-	-	-	-	4	16	9	-	20	5	2	-	-	-

SSC	-	-	-	2	1	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	2	3	26	133	28	85	10	-	22	6	7	5	-	-

## VI. ADMINISTRATIVE APPEALS OF INITIAL DETERMINATIONS OF FOIA REQUESTS

A. Received, Processed and Pending Administrative Appeals				
	Number of Appeals Pending as of Start of Fiscal Year	Number of Appeals Received in Fiscal Year	Number of Appeals Processed in Fiscal Year	Number of Appeals Pending as of End of Fiscal Year
AFRC	-	-	-	-
ARC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	-	-	-	-
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MDR	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	-	5	17	21
OIG	-	-	1	1
SSC	-	-	-	-
AGENCY OVERALL	-	5	18	22

B. Disposition of Administrative Appeals All Processed Appeals					
	Number Affirmed on Appeal	Number Partially Affirmed & Partially Reversed/Remanded on Appeal	Number Completely Reversed/Remanded on Appeal	Number of Appeals Closed for Other Reasons	TOTAL



MSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OGC	-	1	2	5	6	8	-	-	-	-	-	-	-	-
OIG	-	-	-	-	-	-	-	-	1	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	-	1	2	5	6	8	-	-	1	-	-	-	-	-

**C.(2) Reasons for Denial on Appeal Reasons Other than Exemptions**

	No Records	Request Withdrawn	Fee-Related Reason	Records Not Reasonably Described	Improper Request for Other Reasons	Not Agency Record	Duplicate Appeal	Request in Litigation	Appeal Based Solely on Denial of Request for Expedited Processing	Other *Explain in chart below	TOTAL
AFRC	-	-	-	-	-	-	-	-	-	-	-
ARC	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-
MDR	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-
OGC	-	-	-	-	3	-	-	-	-	-	-
OIG	-	-	-	-	-	-	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	-	-	-	-	3	-	-	-	-	-	-

**C.(3) Reasons for Denial on Appeal Other Reasons**





LaRC	2.5	3.25	<1	9	14	16.82	<1	44	-	-	-	-
MDR	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	3	6.96	<1	20	28	27.6	3	54	-	-	-	-
NSSC	20	23.4	16	36	20	19.22	1	42	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-
OIG	14.5	13	<1	23	17	19.33	10	39	-	-	-	-
SSC	2	6.08	<1	26	-	-	-	-	-	-	-	-
AGENCY OVERALL	3	5.78	<1	48	13	21.91	<1	350	-	-	-	-

<b>B. Processed Requests Response Time for Perfected Requests in Which Information Was Granted</b>												
	<b>SIMPLE</b>				<b>COMPLEX</b>				<b>EXPEDITED PROCESSING</b>			
	<b>Median Number of Days</b>	<b>Average Number of Days</b>	<b>Lowest Number of Days</b>	<b>Highest Number of Days</b>	<b>Median Number of Days</b>	<b>Average Number of Days</b>	<b>Lowest Number of Days</b>	<b>Highest Number of Days</b>	<b>Median Number of Days</b>	<b>Average Number of Days</b>	<b>Lowest Number of Days</b>	<b>Highest Number of Days</b>
AFRC	11	11.4	3	20	29	27.8	21	36	-	-	-	-
ARC	4	7.29	<1	20	32.5	52.85	11	350	-	-	-	-
GRC	<1	4	<1	12	16	21.33	1	46	-	-	-	-
GSFC	9	10.36	<1	30	30	36.13	<1	95	-	-	-	-
HQ	4	7.03	<1	39	12	19.97	1	90	-	-	-	-
JPL	3	2.8	<1	6	16	16.33	12	21	-	-	-	-
JSC	2	4.79	<1	23	34.5	39.74	2	99	-	-	-	-
KSC	3	9.78	<1	48	49	43.05	<1	131	-	-	-	-
LaRC	2.5	2.25	1	3	22.5	22.25	4	44	-	-	-	-
MDR	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	3	7.02	<1	20	29	33.75	23	54	-	-	-	-
NSSC	26	27	19	36	32	31	20	42	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-
OIG	17	15.38	3	20	18.5	20.5	10	39	-	-	-	-
SSC	15	11.67	<1	20	-	-	-	-	-	-	-	-
AGENCY OVERALL	4	7.94	<1	48	25	33.24	<1	350	-	-	-	-



KSC	10	16	5	4	6	1	-	1	-	-	-	-	-	-	43
LaRC	1	6	3	1	-	-	-	-	-	-	-	-	-	-	11
MDR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	1	3	1	-	-	-	-	-	-	-	-	-	-	5
NSSC	-	5	3	1	-	-	-	-	-	-	-	-	-	-	9
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OIG	-	8	4	-	-	-	-	-	-	-	-	-	-	-	12
SSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	44	230	81	35	25	10	2	1	-	-	-	-	1	-	429

**Requests Granted Expedited Processing**

	< 1 Day	1-20 Days	21-40 Days	41-60 Days	61-80 Days	81-100 Days	101-120 Days	121-140 Days	141-160 Days	161-180 Days	181-200 Days	201-300 Days	301-400 Days	401+ Days	TOTAL
AFRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ARC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MDR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OIG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**D. Pending Requests All Pending Perfected Requests**

	SIMPLE			COMPLEX			EXPEDITED PROCESSING		
	Number Pending	Median Number of Days	Average Number of Days	Number Pending	Median Number of Days	Average Number of Days	Number Pending	Median Number of Days	Average Number of Days
AFRC	-	-	-	-	-	-	-	-	-
ARC	-	-	-	6	52.5	118	-	-	-
GRC	-	-	-	-	-	-	-	-	-
GSFC	1	3	3	5	19	20	-	-	-
HQ	2	9.5	9	6	8.5	17	-	-	-
JPL	-	-	-	-	-	-	-	-	-
JSC	1	3	3	3	49	94	-	-	-
KSC	-	-	-	23	33	35	-	-	-
LaRC	-	-	-	1	8	8	-	-	-
MDR	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	2	25	25	-	-	-
NSSC	2	10	10	3	12	14	-	-	-
OGC	-	-	-	-	-	-	-	-	-
OIG	-	-	-	-	-	-	-	-	-
SSC	1	15	15	-	-	-	-	-	-
<b>AGENCY OVERALL</b>	7	10	8	49	26	43	-	-	-

<b>E. Pending Requests Ten Oldest Pending Perfected Requests</b>										
	10th Oldest Request and Number of Days Pending	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Request and Number of Days Pending
AFRC										
ARC					09/15/2014 11	08/29/2014 21	07/29/2014 44	07/03/2014 61	01/27/2014 172	02/11/2013 401
GRC										
GSFC					09/26/2014 2	09/25/2014 3	09/08/2014 16	09/03/2014 19	08/25/2014 25	07/31/2014 42
HQ			09/29/2014 1	09/26/2014 2	09/22/2014 6	09/18/2014 8	09/17/2014 9	09/05/2014 17	08/21/2014 27	07/11/2014 56

JPL											
JSC							09/25/2014 3	09/16/2014 10	07/22/2014 49		11/07/2013 224
KSC	08/13/2014 33	08/08/2014 36	08/05/2014 39	08/01/2014 41	07/30/2014 43	07/30/2014 43	07/29/2014 44	07/21/2014 50	06/25/2014 67		11/06/2013 225
LaRC											09/18/2014 8
MDR											
MSFC									09/10/2014 14		08/08/2014 36
NSSC							09/24/2014 4	09/16/2014 10	09/16/2014 10	09/12/2014 12	08/20/2014 28
OGC											
OIG											
SSC											09/09/2014 15
AGENCY OVERALL	07/29/2014 44	07/22/2014 49	07/21/2014 50	07/11/2014 56	07/03/2014 61	06/25/2014 67	01/27/2014 172	11/07/2013 224	11/06/2013 225		02/11/2013 401

## VIII. REQUESTS FOR EXPEDITED PROCESSING AND REQUESTS FOR FEE WAIVER

A. Requests for Expedited Processing					
	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate	Number Adjudicated Within Ten Calendar Days
AFRC	-	-	-	-	-
ARC	-	-	-	-	-
GRC	-	-	-	-	-
GSFC	-	-	-	-	-
HQ	-	1	<1	<1	1
JPL	-	-	-	-	-
JSC	-	1	2	2	1
KSC	-	6	1	2.17	6
LaRC	-	-	-	-	-
MDR	-	-	-	-	-
MSFC	-	-	-	-	-
NSSC	-	2	1.5	1.5	2

OGC	-	-	-	-
OIG	-	-	-	-
SSC	-	-	-	-
AGENCY OVERALL	-	10	1	1.8

<b>B. Requests for Fee Waiver</b>				
	<b>Number Granted</b>	<b>Number Denied</b>	<b>Median Number of Days to Adjudicate</b>	<b>Average Number of Days to Adjudicate</b>
AFRC	-	-	-	-
ARC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	1	2	<1	<1
JPL	-	-	-	-
JSC	-	2	28.5	28.5
KSC	-	5	2	2
LaRC	-	-	-	-
MDR	-	-	-	-
MSFC	1	-	<1	<1
NSSC	-	1	<1	<1
OGC	-	-	-	-
OIG	-	-	-	-
SSC	-	-	-	-
AGENCY OVERALL	2	10	<1	5.58

**IX. FOIA PERSONNEL AND COSTS**

	<b>PERSONNEL</b>			<b>COSTS</b>		
	<b>Number of Full-Time</b>	<b>Number of Equivalent</b>	<b>Total Number of</b>	<b>Processing Costs</b>	<b>Litigation-Related</b>	<b>Total Costs</b>

	FOIA Employees	Full-Time FOIA Employees	Full-Time FOIA Staff		Costs	
AFRC	0	0.25	0.25	\$18,605.88	\$0.00	\$18,605.88
ARC	1	0.00	1.00	\$64,642.24	\$0.00	\$64,642.24
GRC	0	0.20	0.20	\$12,526.00	\$0.00	\$12,526.00
GSFC	1	0.00	1.00	\$93,257.27	\$0.00	\$93,257.27
HQ	3	0.00	3.00	\$312,511.68	\$0.00	\$312,511.68
JPL	0	0.85	0.85	\$88,687.49	\$0.00	\$88,687.49
JSC	2	0.00	2.00	\$186,908.02	\$0.00	\$186,908.02
KSC	2	0.00	2.00	\$159,669.25	\$0.00	\$159,669.25
LaRC	1	0.00	1.00	\$74,568.19	\$0.00	\$74,568.19
MDR	0	0.00	0.00	\$0.00	\$0.00	\$0.00
MSFC	1	0.10	1.10	\$111,131.58	\$0.00	\$111,131.58
NSSC	0	0.50	0.50	\$46,004.19	\$0.00	\$46,004.19
OGC	0	0.13	0.13	\$18,750.00	\$0.00	\$18,750.00
OIG	0	0.23	0.23	\$29,290.00	\$0.00	\$29,290.00
SSC	0	0.20	0.20	\$16,389.92	\$0.00	\$16,389.92
<b>AGENCY OVERALL</b>	11.00	2.46	13.46	\$1,232,941.71	\$0.00	\$1,232,941.71

## X. FEES COLLECTED FOR PROCESSING REQUESTS

	Total Amount of Fees Collected	Percentage of Total Costs (Rounded to nearest hundredth decimal)
AFRC	\$30.00	0.16
ARC	\$135.00	0.21
GRC	\$619.50	4.95
GSFC	\$1,510.54	1.62
HQ	\$133.50	0.04
JPL	\$423.75	0.48
JSC	\$5,299.54	2.84
KSC	\$937.20	0.59

LaRC	\$970.89	1.30
MDR	\$0.00	-
MSFC	\$682.50	0.61
NSSC	\$480.00	1.04
OGC	\$0.00	-
OIG	\$0.00	-
SSC	\$157.50	0.96
<b>AGENCY OVERALL</b>	\$11,379.92	0.92

### **XI. FOIA Regulations (Including Fee Schedule)**

NASA FOIA Regulations were completely revised and published in final effective August 10, 2014. They can be found at: <http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&sid=97fb51c6e62b667333b7f1645d203f11&rqn=div5&view=text&node=14:5.0.1.1.8&idno=14>

The NASA Fee schedule was also updated and located at: [http://www.nasa.gov/sites/default/files/files/Schedule\\_of\\_FOIA\\_Fees\\_Aug\\_27\\_2014.pdf](http://www.nasa.gov/sites/default/files/files/Schedule_of_FOIA_Fees_Aug_27_2014.pdf)

### **XII. BACKLOGS, CONSULTATIONS, AND COMPARISONS**

#### **A. Backlogs of FOIA Requests and Administrative Appeals**

	<b>Number of Backlogged Requests as of End of Fiscal Year</b>	<b>Number of Backlogged Appeals as of End of Fiscal Year</b>
AFRC	-	-
ARC	4	-
GRC	-	-
GSFC	1	-
HQ	-	-
JPL	-	-
JSC	1	-
KSC	5	-
LaRC	-	-
MDR	-	-
MSFC	-	-

NSSC	-	-
OGC	-	-
OIG	-	-
SSC	-	-
AGENCY OVERALL	11	-

**Discuss/Explain the backlog here(Optional)**

NASA continues to maintain a very low backlog. Several of the cases in the backlog are due to the complexity of the cases. Offices are providing interim (rolling) releases of the information as appropriate.

<b>B. Consultations on FOIA Requests Received, Processed, and Pending Consultations</b>				
	<b>Number of Consultations Received from Other Agencies that Were Pending at Your Agency as of <u>Start</u> of the Fiscal Year</b>	<b>Number of Consultations Received from Other Agencies During the Fiscal Year</b>	<b>Number of Consultations Received from Other Agencies that Were Processed by Your Agency During the Fiscal Year</b>	<b>Number of Consultations Received from Other Agencies that Were Pending at <u>End</u> of the Fiscal Year</b>
AFRC	-	-	-	-
ARC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	1	5	4	2
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MDR	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	-	-	-	-
OIG	-	2	2	-
SSC	-	-	-	-

AGENCY OVERALL	1	7	6	2
----------------	---	---	---	---

**C. Consultations on FOIA Requests Ten Oldest Consultations Received from Other Agencies and Pending at Your Agency**

	10th Oldest Consultation and Number of Days Pending	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Consultation and Number of Days Pending
AFRC										
ARC										
GRC										
GSFC										
HQ									09/30/2014 0	07/31/2014 42
JPL										
JSC										
KSC										
LaRC										
MDR										
MSFC										
NSSC										
OGC										
OIG										
SSC										
AGENCY OVERALL									09/30/2014 0	07/31/2014 42

**D. Comparison of Numbers of Requests from Previous and Current Annual Report Requests Received, Processed, and Backlogged**

	NUMBER OF REQUESTS RECEIVED		NUMBER OF REQUESTS PROCESSED	
	Number Received During Fiscal Year from Last Years Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Years Annual Report	Number Processed During Fiscal Year from Current Annual Report

AFRC	11	16	11	17
ARC	63	43	62	45
GRC	28	16	30	18
GSFC	124	119	119	125
HQ	241	177	253	175
JPL	23	40	23	40
JSC	146	131	147	140
KSC	73	102	73	86
LaRC	37	23	39	23
MDR	-	-	-	-
MSFC	82	62	81	62
NSSC	11	17	10	14
OGC	-	-	-	-
OIG	26	32	27	32
SSC	8	14	8	13
AGENCY OVERALL	873	792	883	790

	Number of Backlogged Requests as of End of the Fiscal Year from Previous Annual Report	Number of Backlogged Requests as of End of the Fiscal Year from Current Annual Report
AFRC	-	-
ARC	3	4
GRC	-	-
GSFC	2	1
HQ	-	-
JPL	-	-
JSC	4	1
KSC	2	5
LaRC	-	-

MDR	-	-
MSFC	-	-
NSSC	-	-
OGC	-	-
OIG	-	-
SSC	-	-
AGENCY OVERALL	11	11

**E. Comparison of Numbers of Administrative Appeals from Previous and Current Annual Report Appeals Received, Processed, and Backlogged**

	<u>NUMBER OF APPEALS RECEIVED</u>		<u>NUMBER OF APPEALS PROCESSED</u>	
	Number Received During Fiscal Year from Last Years Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Years Annual Report	Number Processed During Fiscal Year from Current Annual Report
AFRC	-	-	-	-
ARC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	-	-	-	-
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MDR	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	19	17	16	21
OIG	-	1	-	1
SSC	-	-	-	-
AGENCY OVERALL	19	18	16	22

	<b>Number of Backlogged Appeals as of End of the Fiscal Year from Previous Annual Report</b>	<b>Number of Backlogged Appeals as of End of the Fiscal Year from Current Annual Report</b>
AFRC	-	-
ARC	-	-
GRC	-	-
GSFC	-	-
HQ	-	-
JPL	-	-
JSC	-	-
KSC	-	-
LaRC	-	-
MDR	-	-
MSFC	-	-
NSSC	-	-
OGC	-	-
OIG	-	-
SSC	-	-
<b>AGENCY OVERALL</b>	-	-

**F. Discussion of Other FOIA Activities (Optional)**

The NASA FOIA staff participated in the DOJ FOIA training in Washington, DC as well as the NASA Day FOIA training. The FOIA staff continues to participate in monthly VITS FOIA sessions, discussing processing issues as well as changes in the FOIA. In FY 15, the NASA FOIA staff will take on-line FOIA training.

			N					