FOIA ANNUAL REPORT
FOR
10/01/2011
THROUGH
09/30/2012

National Aeronautics and Space Administration

The following **Annual Freedom of Information Act** report covers the
Period 10/01/2011 through 09/30/2012, 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.

National Aeronautics and Space Administration (NASA)
300 E. Street, SW, Washington, DC 20546
Point of Contact:
Miriam Brown-Lam
Principal Agency FOIA Officer
202-358-0718

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

http://www.hq.nasa.gov/office/pao/FOIA/agency/

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

Write TO:
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

II.   MAKING A FOIA REQUEST

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

Miriam Brown-Lam, NASA Chief FOIA Public Liaison Officer; 202-358-0718
NASA, FOIA Requester Service Center, Room 2W80
Washington, DC 20546-0001

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

Frank LaRocca, OIG FOIA Public Liaison Officer, 202-358-2575
NASA Office of the Inspector General (OIG); FOIA Requester Service Center Code W
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NASA Ames Research Center (ARC), FOIA Requester Service Center, MS 943-4
Moffett Field, CA 94035

Kim Lewis-Bias, DFRC FOIA Public Liaison Officer; 661-276-2704
NASA Dryden Flight Research Center (DFRC), FOIA Requester Service Center MS 273
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Angela Pierce, GRC FOIA Public Liaison Officer; 216-433-2813

NASA Glenn Research Center (GRC), FOIA Requester Service Center, MS 0610
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Joan Belt, GSFC FOIA Public Liaison Officer; 301-286-4721
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Greenbelt, MD 20771

Dennis Mahon, JPL FOIA Public Liaison Officer; 8181-393-6779
NASA Jet Propulsion Laboratory (JPL), FOIA Requester Service Center,
4800 Oak Grove Drive, Pasadena, CA 91109

Jessica Cordero, JSC FOIA Public Liaison Officer; 281-483-8612
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

Paula Roy, NSSC FOIA Public Liaison Officer; 228-216-3534
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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
DFRC   Dryden Flight Research Center
GSFC   Goddard Space Flight Center
JSC   Johnson Space Flight Center
KSC   Kennedy Space Flight Center
LaRC   Langley Space Flight Center
GRC   Glenn Research Center
MSFC   Marshall Space Flight Center
NSSC   NASA Shared Service Center
OGC   Office of General Counsel
OIG   Office of the Inspector General
SSC   Stennis Space Center

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. **Perfected 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 and agency practices

c. **Exemption 3:** specifically exempted from disclosure by statute 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) established 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, (E) would disclose techniques and procedures for law enforcement investigations or prosecutions, or would disclose guidelines for law enforcement investigations or prosecutions, 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, operation, or condition reports prepared by, on behalf of, or for the use of an agency responsible for the regulation or 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

Statute	Type of Information	Case Citation		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).	GSFC : 7 KSC : 2 DFRC : 1 JSC : 2	12
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	JSC : 5 LaRC : 1 JPL : 4 HQ : 4 MSFC : 4 DFRC : 1 KSC : 1	20
41 U.S.C. § 423(a) (1)*	Contractor bid or proposal information; source selection information	Legal & Safety Employer Research, Inc. V U.S. Dept of the Army, No, Civ. S001748, 2001 UL 34098652, at *3-4 (E.D. Cal. May 4, 2001) (dictum)	KSC : 1 GRC : 1	2
18 U.S.C. 798	Espionage Act	Larson v. Dep't of State, 565 (Espionage Act) F.3d 857, 868-69 (D.C. Cir. 2009); N.Y. Times Co. v. DOD, 499 F. Supp. 2d 501, 512 (S.D.N.Y. 2007); Adejumobi v. NSA, No. 07-1237, 2007 WL 4247878, at *3 (M.D. Fla. Dec. 3, 2007), aff'd per curiam, 287 F. App'x 770 (11th Cir. 2008).	MSFC : 1	1

B. For Appeals				
Statute	Type of Information Withheld	Case Citation	Number of Times Relied upon per Component	Total Number of Times Relied upon by Agency

V. FOIA REQUESTS

A. Received, Processed and Pending FOIA Requests				
	Number of Requests Pending as of Start of Fiscal Year	Number of Requests Received in Fiscal Year	Number of Requests Processed in Fiscal Year	Number of Requests Pending as of End of Fiscal Year
ARC	10	45	48	7
DFRC	5	16	20	1
GRC	4	38	38	4
GSFC	14	118	125	7
HQ	23	210	215	18
JPL	-	53	53	-
JSC	8	148	142	14
KSC	4	60	57	7
LaRC	1	42	40	3
MSFC	1	93	93	1
NSSC	1	15	15	1
OGC	-	-	-	-
OIG	2	41	42	1
SSC	-	7	7	-
AGENCY OVERALL	73	886	895	64

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	
ARC	6	20	6	7	-	2	1	2	1	-	3	-	48
DFRC	7	6	1	1	-	1	-	-	-	-	4	-	20
GRC	10	14	1	4	-	5	-	-	-	-	4	-	38
GSFC	29	38	5	16	-	9	13	3	7	-	5	-	125
HQ	39	32	13	12	8	6	9	22	43	19	12	-	215
JPL	6	16	4	3	-	4	5	1	-	10	4	-	53
JSC	41	25	5	12	5	9	12	2	8	4	19	-	142
KSC	10	17	2	9	-	6	5	6	-	-	2	-	57
LaRC	18	8	1	5	-	1	1	-	1	1	4	-	40
MSFC	49	18	3	6	-	9	3	-	1	-	4	-	93
NSSC	9	1	-	1	-	2	1	-	1	-	-	-	15
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-

OIG	4	16	7	7	2	2	-	1	-	-	3	-	42
SSC	3	1	-	1	-	1	1	-	-	-	-	-	7
AGENCY OVERALL	231	212	48	84	15	57	51	37	62	34	64	-	895

B.(2) Disposition of FOIA Requests – "Other" Reasons for "Full Denials Based on Reasons Other than Exemptions"		
Component	Description of Other Reasons for Denials from Chart B (1) & Number of Times Those Reasons Were Relied upon	TOTAL

B.(3) Disposition of FOIA Requests – Number of Times Exemptions Applied														
	(b)(1)	(b)(2)	(b)(3)	(b)(4)	(b)(5)	(b)(6)	(b)(7)(A)	(b)(7)(B)	(b)(7)(C)	(b)(7)(D)	(b)(7)(E)	(b)(7)(F)	(b)(8)	(b)(9)
ARC	-	-	-	18	4	8	-	-	-	-	2	1	-	-
DFRC	-	-	2	6	-	3	-	-	-	-	-	-	-	-
GRC	1	1	1	10	6	4	-	-	1	1	1	1	-	-
GSFC	-	-	7	31	-	5	-	-	-	-	-	-	-	-
HQ	-	2	4	6	24	18	2	-	-	-	1	4	-	-
JPL	-	-	4	10	-	16	-	-	-	-	-	-	-	-
JSC	-	-	7	10	5	6	-	-	-	-	-	-	-	-
KSC	-	-	2	6	4	10	-	-	-	-	-	1	-	-
LaRC	-	-	1	4	1	-	-	-	-	-	1	-	-	-
MSFC	-	-	5	14	-	3	-	-	3	-	-	-	-	-
NSSC	-	-	-	-	-	1	-	-	-	-	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OIG	-	-	-	-	9	20	6	-	20	1	2	1	-	-
SSC	-	-	-	-	-	1	-	-	-	-	-	-	-	-
AGENCY OVERALL	1	3	33	115	53	95	8	-	24	2	7	8	-	-

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
ARC	-	-	-	-
DFRC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	-	-	-	-
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	-	23	21	2
OIG	-	3	3	-
SSC	-	-	-	-
AGENCY OVERALL	-	26	24	2

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
ARC	-	-	-	-	-
DFRC	-	-	-	-	-
GRC	-	-	-	-	-
GSFC	-	-	-	-	-
HQ	-	-	-	-	-
JPL	-	-	-	-	-
JSC	-	-	-	-	-
KSC	-	-	-	-	-
LaRC	-	-	-	-	-
MSFC	-	-	-	-	-
NSSC	-	-	-	-	-
OGC	12	6	2	1	21
OIG	1	2	-	-	3
SSC	-	-	-	-	-
AGENCY	13	8	2	1	24

OVERALL						

C.(1) Reasons for Denial on Appeal – Number of Times Exemptions Applied

	(b)(1)	(b)(2)	(b)(3)	(b)(4)	(b)(5)	(b)(6)	(b)(7)(A)	(b)(7)(B)	(b)(7)(C)	(b)(7)(D)	(b)(7)(E)	(b)(7)(F)	(b)(8)	(b)(9)
ARC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DFRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OGC	-	-	-	2	1	1	-	-	-	-	-	-	-	-
OIG	-	-	-	-	-	3	1	-	3	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	-	-	-	2	1	4	1	-	3	-	-	-	-	-

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
ARC	-	-	-	-	-	-	-	-	-	-	-
DFRC	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-
OGC	-	-	-	-	1	-	-	-	-	-	1
OIG	-	-	-	-	-	-	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	-	-	-	-	1	-	-	-	-	-	1

C.(3) Reasons for Denial on Appeal – "Other" Reasons

Component	Description of Other Reasons for Denials from Chart C (2) & Number of Times Those Reasons Were Relied upon	TOTAL

C.(4) Response Time for Administrative Appeals

	SIMPLE				COMPLEX				EXPEDITED PROCESSING			
	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
ARC	-	-	-	-	-	-	-	-	-	-	-	-
DFRC	-	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-	-
MSFC	-	-	-	-	-	-	-	-	-	-	-	-
NSSC	-	-	-	-	-	-	-	-	-	-	-	-
OGC	22.5	27.4	20	48	23	31.73	13	96	-	-	-	-
OIG	15	18	10	29	-	-	-	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	20	25.23	10	48	23	31.73	13	96	-	-	-	-

C.(5) Ten Oldest Pending Administrative Appeals

	10th Oldest Appeal and Number of Days Pending	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Appeal and Number of Days Pending

											09/21/2012	09/07/2012
ARC												
DFRC												
GRC												
GSFC												
HQ												
JPL												
JSC												
KSC												
LaRC												
MSFC												
NSSC												
OGC											09/21/2012 5	09/07/2012 15
OIG												
SSC												
AGENCY OVERALL											09/21/2012 5	09/07/2012 15

VII. FOIA REQUESTS: RESPONSE TIME FOR PROCESSED AND PENDING REQUESTS

A. Processed Requests – Response Time for All Processed Perfected Requests

	SIMPLE				COMPLEX				EXPEDITED PROCESSING			
	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
ARC	10	12.96	<1	56	17	60.35	<1	533	-	-	-	-
DFRC	15.5	25.58	<1	103	45	85.88	26	288	-	-	-	-
GRC	2	5.25	<1	24	18.5	22.43	<1	66	-	-	-	-
GSFC	3	12.18	<1	77	11.5	27.04	<1	103	-	-	-	-
HQ	2	6.33	<1	145	15	62.58	<1	896	-	-	-	-
JPL	2	2.65	<1	6	7	6.86	<1	20	-	-	-	-
JSC	3	5.97	<1	35	14	22.53	<1	115	-	-	-	-
KSC	7	8	<1	22	15	27.95	<1	121	-	-	-	-
LaRC	2	2.77	<1	10	11.5	18.61	<1	79	-	-	-	-
MSFC	7	9.44	<1	28	18.5	20.5	<1	63	-	-	-	-
NSSC	9	9.75	3	18	13	20.18	4	78	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-
OIG	16.5	22.76	<1	80	-	-	-	-	-	-	-	-
SSC	4	5.5	<1	13	4	4	4	4	-	-	-	-
AGENCY OVERALL	4	9.92	<1	145	13	33.99	<1	896	-	-	-	-

B. Processed Requests – Response Time for Perfected Requests in Which Information Was Granted

	SIMPLE				COMPLEX				EXPEDITED PROCESSING			
	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
ARC	18.5	17.29	<1	56	22.5	104.08	<1	533	-	-	-	-
DFRC	30.5	40	4	103	38	82.86	26	288	-	-	-	-
GRC	6.5	9.5	1	24	21	26.55	4	66	-	-	-	-
GSFC	11.5	19	<1	77	34	36.28	1	93	-	-	-	-
HQ	7.5	13.8	<1	145	26	111.41	4	896	-	-	-	-
JPL	2.5	3.2	<1	6	7	7.92	1	20	-	-	-	-
JSC	4	7.36	<1	21	24	30.4	<1	115	-	-	-	-
KSC	13.5	13	7	19	32	47.43	3	121	-	-	-	-
LaRC	2.5	2.93	<1	10	23.5	27	2	79	-	-	-	-
MSFC	9	10.31	<1	26	18.5	22.12	3	63	-	-	-	-
NSSC	10.5	10.5	3	18	11.5	21.25	4	78	-	-	-	-
OGC	-	-	-	-	-	-	-	-	-	-	-	-
OIG	22	28.1	3	80	-	-	-	-	-	-	-	-
SSC	7	7.5	3	13	-	-	-	-	-	-	-	-
AGENCY OVERALL	9	13.94	<1	145	24	49.88	<1	896	-	-	-	-

C. Processed Requests – Response Time in Day Increments

Simple Requests

	< 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
ARC	6	12	6	1	-	-	-	-	-	-	-	-	-	-	25
DFRC	2	5	2	1	1	-	1	-	-	-	-	-	-	-	12
GRC	2	5	1	-	-	-	-	-	-	-	-	-	-	-	8
GSFC	15	22	10	3	1	-	-	-	-	-	-	-	-	-	51
HQ	24	81	3	-	-	-	-	-	1	-	-	-	-	-	109
JPL	3	14	-	-	-	-	-	-	-	-	-	-	-	-	17

	< 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
JSC	8	19	2	-	-	-	-	-	-	-	-	-	-	-	29
KSC	3	12	1	-	-	-	-	-	-	-	-	-	-	-	16
LaRC	7	15	-	-	-	-	-	-	-	-	-	-	-	-	22
MSFC	6	67	4	-	-	-	-	-	-	-	-	-	-	-	77
NSSC	-	4	-	-	-	-	-	-	-	-	-	-	-	-	4
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OIG	2	23	8	6	3	-	-	-	-	-	-	-	-	-	42
SSC	1	5	-	-	-	-	-	-	-	-	-	-	-	-	6
AGENCY OVERALL	79	284	37	11	5	-	1	-	1	-	-	-	-	-	418

Complex Requests

	< 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
ARC	1	15	4	1	-	-	-	-	-	-	-	-	-	2	23
DFRC	-	-	4	1	-	-	1	1	-	-	-	1	-	-	8
GRC	1	16	7	5	1	-	-	-	-	-	-	-	-	-	30
GSFC	3	40	9	11	6	4	1	-	-	-	-	-	-	-	74
HQ	15	48	20	8	1	2	-	1	-	-	1	5	1	4	106
JPL	3	33	-	-	-	-	-	-	-	-	-	-	-	-	36
JSC	20	46	25	13	4	3	2	-	-	-	-	-	-	-	113
KSC	9	14	7	5	1	2	2	1	-	-	-	-	-	-	41
LaRC	2	10	3	2	1	-	-	-	-	-	-	-	-	-	18
MSFC	2	9	3	1	1	-	-	-	-	-	-	-	-	-	16
NSSC	-	8	2	-	1	-	-	-	-	-	-	-	-	-	11
OGC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OIG	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SSC	-	1	-	-	-	-	-	-	-	-	-	-	-	-	1
AGENCY OVERALL	56	240	84	47	16	11	6	3	-	-	1	6	1	6	477

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
ARC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DFRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GSFC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HQ	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JPL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
KSC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LaRC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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
ARC	-	-	-	7	23	23.57	-	-	-
DFRC	-	-	-	1	96	96	-	-	-
GRC	-	-	-	4	23.5	22.75	-	-	-
GSFC	1	1	1	6	24	24.17	-	-	-
HQ	-	-	-	18	20	30.83	-	-	-
JPL	-	-	-	-	-	-	-	-	-
JSC	-	-	-	14	29.5	43	-	-	-
KSC	2	7	7	5	43	52.4	-	-	-
LaRC	-	-	-	3	21	24.33	-	-	-
MSFC	-	-	-	1	16	16	-	-	-
NSSC	-	-	-	1	241	241	-	-	-
OGC	-	-	-	-	-	-	-	-	-
OIG	1	17	17	-	-	-	-	-	-
SSC	-	-	-	-	-	-	-	-	-
AGENCY OVERALL	4	7	8	60	23	37.43	-	-	-

E. Pending Requests – Ten Oldest Pending Perfected Requests

	10th Oldest Request and Number of Days	9th	8th	7th	6th	5th	4th	3rd	2nd	Oldest Request and Number of

	Pending									Days Pending
ARC				09/28/2012 0	08/30/2012 20	08/29/2012 21	08/27/2012 23	08/27/2012 23	08/03/2012 39	08/03/2012 39
DFRC										05/14/2012 96
GRC							09/19/2012 7	09/10/2012 14	08/13/2012 33	08/07/2012 37
GSFC				09/27/2012 1	09/25/2012 3	09/18/2012 8	08/28/2012 22	08/22/2012 26	08/13/2012 33	07/16/2012 53
HQ	09/05/2012 17	08/27/2012 23	08/24/2012 24	08/22/2012 26	08/20/2012 28	08/09/2012 35	08/08/2012 36	07/10/2012 57	04/26/2012 108	04/17/2012 115
JPL										
JSC	08/28/2012 22	08/28/2012 22	08/22/2012 26	08/13/2012 33	08/01/2012 41	07/10/2012 57	06/28/2012 64	06/18/2012 72	04/30/2012 106	04/17/2012 115
KSC				09/27/2012 1	09/11/2012 13	08/29/2012 21	08/28/2012 22	07/30/2012 43	07/02/2012 62	04/18/2012 114
LaRC								09/05/2012 17	08/29/2012 21	08/09/2012 35
MSFC										09/06/2012 16
NSSC										10/14/2011 241
OGC										
OIG										09/05/2012 17
SSC										
AGENCY OVERALL	07/02/2012 62	06/28/2012 64	06/18/2012 72	05/14/2012 96	04/30/2012 106	04/26/2012 108	04/18/2012 114	04/17/2012 115	04/17/2012 115	10/14/2011 241

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
ARC	-	-	-	-	-
DFRC	-	-	-	-	-
GRC	-	-	-	-	-
GSFC	-	-	-	-	-
HQ	-	3	<1	0.33	3
JPL	-	-	-	-	-
JSC	-	-	-	-	-
KSC	-	-	-	-	-
LaRC	-	1	<1	<1	1
MSFC	-	-	-	-	-
NSSC	-	-	-	-	-
OGC	-	-	-	-	-
OIG	-	-	-	-	-
SSC	-	-	-	-	-
AGENCY OVERALL	-	4	<1	0.25	4

B. Requests for Fee Waiver

	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate
ARC	1	1	9.5	9.5
DFRC	-	-	-	-
GRC	-	-	-	-
GSFC	-	1	<1	<1
HQ	1	15	2.5	6.75
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	1	<1	<1
MSFC	-	-	-	-
NSSC	2	-	<1	<1
OGC	-	-	-	-
OIG	-	-	-	-
SSC	-	1	<1	<1
AGENCY OVERALL	4	19	<1	5.52

IX. FOIA PERSONNEL AND COSTS

	PERSONNEL			COSTS		
	Number of Full-Time FOIAEmployees	Number of Equivalent Full-Time FOIA Employees	Total Number of Full-Time FOIA Staff	Processing Costs	Litigation-Related Costs	Total Costs
ARC	1	0.40	1.40	$81,671.45	$0.00	$81,671.45
DFRC	0	0.53	0.53	$37,043.26	$0.00	$37,043.26
GRC	1	0.00	1.00	$93,587.20	$0.00	$93,587.20
GSFC	1	0.70	1.70	$157,322.50	$0.00	$157,322.50
HQ	3	0.00	3.00	$350,497.65	$0.00	$350,497.65
JPL	1	0.00	1.00	$95,157.10	$0.00	$95,157.10
JSC	2	0.00	2.00	$176,918.19	$0.00	$176,918.19
KSC	2	0.00	2.00	$159,175.95	$0.00	$159,175.95
LaRC	1	0.00	1.00	$64,830.07	$0.00	$64,830.07
MSFC	1	0.10	1.10	$111,510.00	$0.00	$111,510.00
NSSC	0	0.60	0.60	$53,020.75	$0.00	$53,020.75
OGC	0	3.29	3.29	$351,905.76	$0.00	$351,905.76
OIG	0	0.37	0.37	$47,240.00	$0.00	$47,240.00
SSC	0	0.10	0.10	$8,863.35	$0.00	$8,863.35
AGENCY OVERALL	13.00	6.09	19.09	$1,788,743.23	$0.00	$1,788,743.23

X. FEES COLLECTED FOR PROCESSING REQUESTS

	Total Amount of Fees Collected	Percentage of Total Costs (Rounded to nearest hundredth decimal)
ARC	$3,501.45	4.29
DFRC	$310.00	0.84
GRC	$1,501.85	1.60
GSFC	$1,088.70	0.69
HQ	$232.50	0.07
JPL	$735.00	0.77
JSC	$2,669.65	1.51
KSC	$2,443.50	1.54
LaRC	$253.80	0.39
MSFC	$1,215.00	1.09
NSSC	$137.40	0.26
OGC	$0.00	-
OIG	$0.00	-
SSC	$105.00	1.18
AGENCY OVERALL	$14,193.85	0.79

XI. FOIA Regulations (Including Fee Schedule)

http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&sid=97fb51c6e62b667333b7f1645d203f11&rgn=div5&view=text&node=14:5.0.1.1.8&idno=14

XII. BACKLOGS, CONSULTATIONS, AND COMPARISONS

	A. Backlogs of FOIA Requests and Administrative Appeals	
	Number of Backlogged Requests as of End of Fiscal Year	Number of Backlogged Appeals as of End of Fiscal Year
ARC	1	-
DFRC	1	-
GRC	2	-
GSFC	4	-
HQ	6	-
JPL	-	-
JSC	4	-
KSC	3	-
LaRC	1	-
MSFC	-	-
NSSC	-	-
OGC	-	-
OIG	-	-
SSC	-	-
AGENCY OVERALL	22	-

Discuss/Explain the backlog here(Optional)

The FOIA staff successfully processed all outstanding requests that were received prior to FY 12. At the end of FY 12, the oldest pending case was received by the Agency in October 2011, which was processed in October 2012. In FY 11, the backlog was reported as 34; however, that number should have been reported as 32.

B. Consultations on FOIA Requests – Received, Processed, and Pending Consultations				
	Number of Consultations Received from Other Agencies that Were Pending at Your Agency as of Start of the Fiscal Year	Number of Consultations Received from Other Agencies During the Fiscal Year	Number of Consultations Received from Other Agencies that Were Processed by Your Agency During the Fiscal Year	Number of Consultations Received from Other Agencies that Were Pending at Your Agency as of End of the Fiscal Year
ARC	-	-	-	-
DFRC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	-	-	-	-
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	-	-	-	-
OIG	-	-	-	-
SSC	-	-	-	-
AGENCY OVERALL	-	-	-	-

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
ARC										
DFRC										
GRC										
GSFC										
HQ										
JPL										
JSC										
KSC										
LaRC										
MSFC										
NSSC										
OGC										
OIG										
SSC										
AGENCY OVERALL										

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
ARC	59	45	59	48
DFRC	33	16	28	20
GRC	33	38	32	38
GSFC	171	118	183	125
HQ	201	210	261	215
JPL	51	53	51	53
JSC	210	148	226	142
KSC	75	60	81	57
LaRC	36	42	45	40
MSFC	91	93	97	93
NSSC	18	15	19	15
OGC	-	-	-	-
OIG	34	41	33	42
SSC	14	7	16	7
AGENCY OVERALL	1026	886	1131	895

	Number of Backlogged Requests as of End of the Fiscal Year from	Number of Backlogged Requests as of End of the Fiscal Year from

	Previous Annual Report	Current Annual Report
ARC	2	1
DFRC	3	1
GRC	3	2
GSFC	4	4
HQ	14	6
JPL	-	-
JSC	2	4
KSC	2	3
LaRC	1	1
MSFC	-	-
NSSC	-	-
OGC	-	-
OIG	1	-
SSC	-	-
AGENCY OVERALL	32	22

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

	NUMBER OF APPEALS RECEIVED		NUMBER OF APPEALS 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
ARC	-	-	-	-
DFRC	-	-	-	-
GRC	-	-	-	-
GSFC	-	-	-	-
HQ	-	-	-	-
JPL	-	-	-	-
JSC	-	-	-	-
KSC	-	-	-	-
LaRC	-	-	-	-
MSFC	-	-	-	-
NSSC	-	-	-	-
OGC	19	23	21	21
OIG	2	3	2	3
SSC	-	-	-	-
AGENCY OVERALL	21	26	23	24

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

F. Discussion of Other FOIA Activities (Optional)

NASA FOIA staff continue to take annual FOIA training as well as NASA-day training, which is provided in conjunction with the ASAP training. Additionally, FOIA staff participate in monthly video conference calls to discuss processing issues and concerns. The FOIA staff are working together to process cases that have Agency-wide exposure.