

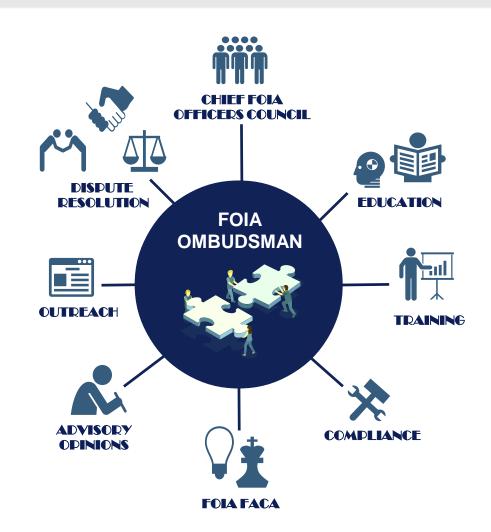






THE FOIA OMBUDSMAN

Improving the FOIA Process

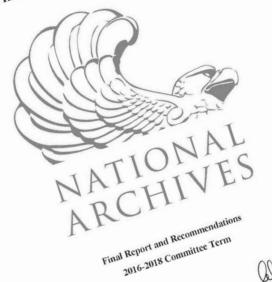






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Information Act Federal Advisory Committee



Olina M. Semo

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COMMITTEE MEMBERS Current Members

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Alina M. Semo, Chair, Director, OGIS, NARA Stephanie Care, Chief of the Office of Freedom of Information for the Office of Secretary Defense and Joint Staff. Decorment of Defense Michael Bekesha, Attorney, Judicial Watch Michael Bell, Deputy Director of the FOFFA Division, HIIS Mitra Ebadolahi, Border Litigation Project Staff Attorney, American Civil Liberties assprance ware, where or the vertice of recovering to Defense and Joint Staff, Department of Defense Jill Eggleston, FOIA Officer, U.S. Citizenship and Immigration Services, DHS James Hershberg, Professor of History and International Affairs, George Washing

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James Valvo, Counsel and Senior Policy Advisor, Cause of Action $L_{\lambda m}$ Walsh, President, Society of Professional Journalists

















BUCKET #1 – BEST PRACTICES THAT CAN BE IMPLEMENTED RIGHT AWAY

Management of the FOIA Process

- ✓ Importance of working with requesters early in the process
- ✓ Encourage teamwork
- ✓ Expanded use of tracks

Bringing in Talent

- ✓ Building a career path
- ✓ Interns, detailees and contractors

Using Technology to Improve the Process

✓ Records management/search

FOIA and Accessibility

✓ Making documents accessible







BUCKET #2:

BEST
PRACTICES –
MEDIUM TERM



BUCKET #2: BEST PRACTICES THAT CAN BE IMPLEMENTED WITH SOME ADDITIONAL WORK

Management of the FOIA Process

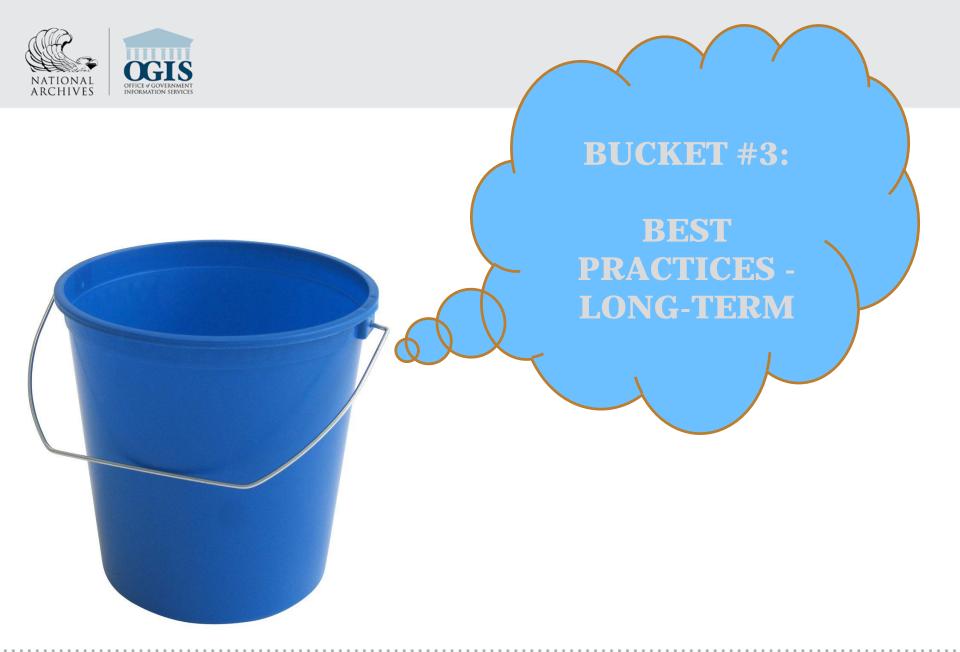
- ✓ Importance of working with requesters early in the process
- **✓** Accountability
- ✓ Centralization, to the extent possible

Bringing in Talent

✓ Building a career path

Proactive Disclosure

- ✓ Specifically recommended proactive disclosures
- **Best Practices: Detailed FOIA Log Recommendations**





BUCKET #3: BEST PRACTICES THAT CAN BE IMPLEMENTED IN THE LONG-TERM

Management of the FOIA Process

- ✓ Centralization, to the extent possible
- ✓ Tracking systems

Bringing in Talent

✓ Interns, detailees and contractors

Using Technology to Improve the Process

✓ Records management/search

NATIONAL ARCHIVES



Questions?

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