



OFFICE *of* GOVERNMENT INFORMATION SERVICES

July 9, 2015 — Sent via U.S. mail

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Re: Case No.: 201500799  
NG: CM

NATIONAL  
ARCHIVES  
*and* RECORDS  
ADMINISTRATION

8601 ADELPHI ROAD  
OGIS  
COLLEGE PARK, MD  
20740-6001

web: [www.ogis.archives.gov](http://www.ogis.archives.gov)  
e-mail: [ogis@nara.gov](mailto:ogis@nara.gov)  
phone: 202-741-5770  
toll-free: 1-877-684-6448  
fax: 202-741-5769

Dear [REDACTED]:

This responds to your May 28, 2015 request for assistance from the Office of Government Information Services (OGIS), which we received via U.S. mail. Your request for assistance pertains to your Freedom of Information Act (FOIA) request to the Federal Bureau of Investigation (FBI).

Congress created OGIS to complement existing FOIA practice and procedure; we strive to work in conjunction with the existing request and appeal process. The goal is for OGIS to allow, whenever practical, the requester to exhaust his or her remedies within the agency, including the appeal process. OGIS has no investigatory or enforcement power, nor can we compel an agency to release documents. OGIS serves as the Federal FOIA Ombudsman and our jurisdiction is limited to assisting with the FOIA process.

We carefully reviewed your submission of information, and we understand that you made a request to the FBI for records about [REDACTED]. It appears from your submission that the FBI assigned this request tracking No. [REDACTED] and informed you that it found no responsive records. You appealed that response, and the Department of Justice Office of Information Policy (OIP) affirmed the FBI's action. It appears from your submission of information that the FBI conducted another search for information; it assigned this case No. [REDACTED], and informed you that while the agency may have responsive records, it cannot physically locate those records to confirm their contents and review them for release. The FBI further informed you that your request has been administratively closed. We contacted OIP, which confirmed that you have not appealed the FBI's response to case No. [REDACTED] (informing you that the agency could not physically locate possibly responsive records).

In your correspondence to OGIS, you dispute the FBI's response to your request. You assert that the agency should be able to locate [REDACTED] records, and you provide variations of [REDACTED] name, [REDACTED] Social Security number, and [REDACTED] alien file number as possible search terms. You ask for OGIS's assistance with this matter.

In cases in which an agency informs you that it does not have records responsive to your request, it can be helpful to provide related terms and alternate spellings as you have done in your submission. However, in this case, the FBI's search of its central



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records system indicates that it may have responsive records; unfortunately, the agency is unable to *physically* locate the records so that they may be reviewed for responsiveness or processing under FOIA. It is possible that these records may be found and returned to their proper location; you may wish to request these records again at some point in the future.

While we understand your frustration that the FBI was not able to physically locate the records you seek, I hope that this information is useful in understanding the FBI's response. Thank you for contacting OGIS; we will now consider this matter closed.

Sincerely,

/s/

Nikki Gramian, Acting Director  
Office of Government Information Services (OGIS)

cc: Dennis Argall, FBI FOIA