

OFFICE of GOVERNMENT INFORMATION SERVICES

June 15, 2016 — Sent via email

(DHS) Privacy Office.

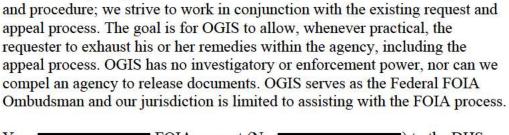
Dear



NATIONAL ARCHIVES and RECORDS ADMINISTRATION

8601 ADELPHI ROAD
OGIS
COLLEGE PARK, MD
20740-6001

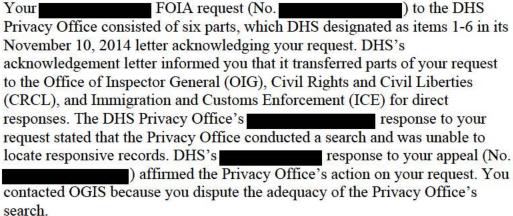
web: www.ogis.archives.gov e-mail: ogis@nara.gov phone: 202-741-5770 toll-free: 1-877-684-6448 fax: 202-741-5769



As you know, Congress created OGIS to complement existing FOIA practice

This responds to your January 21, 2016 request for assistance from the Office

of Government Information Services (OGIS) concerning your Freedom of Information Act (FOIA) request to the Department of Homeland Security



We carefully reviewed your submission and contacted DHS Privacy Office Director of FOIA Production and Quality Assurance, to inquire about the department's action on your request. We are glad to share what we learned.

informed us that on August 3, 2015, the Privacy Office tasked the DHS Office of the Chief Information Officer (OCIO) with the search for responsive records. The Privacy Office only searched for records concerning item 1 of your request as items 1-6 were referred to OIG, CRCL, and ICE.



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With regard to why OCIO was the only office within the Office of The Secretary tasked with conducting a search, explained that a search of OCIO is broader than a search conducted by other offices within the Office of the Secretary (ex. Policy, General Counsel, Health Affairs, etc.), because any records sent to or from those offices would have been captured in the OCIO's search.
The OCIO conducted its search using the period of and restricted its search to The search included emails to and from, which included the term or According to the OCIO, such a search would produce any received electronically.
The OCIO limited its search to because the office considered your request for "Any and all sent to/from
and you did not specify parties within the who would be likely to have responsive records.
The DHS Privacy Office received 543 files of records from OCIO and processed them using its Advanced Document Review software. An additional search was conducted using the following search terms:
I hope you find this information useful. Thank you for bringing this matter to OGIS; at this time there is no further action for us to take and we consider this matter closed. Please contact us if you have any questions.
Sincerely,
/s/
NIKKI GRAMIAN Acting Director
cc: DHS Privacy Office, via email
We appreciate your feedback. Please visit https://www.surveymonkey.com/s/OGIS to take a

We appreciate your feedback. Please visit https://www.surveymonkey.com/s/OGIS to take a brief anonymous survey on the service you received from OGIS.