

# FOIA ANNUAL REPORT

for

1 October 2012  
through  
30 September 2013

as required by 5 U.S.C. 552

## I. BASIC INFORMATION REGARDING REPORT

1. 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. The electronic link for access to the Annual Report is:  
<http://www.hq.nasa.gov/office/pao/FOIA/agency/>
3. 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](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.

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

Sahar Leaupepe, ARC FOIA Public Liaison Officer; 650-604-2922  
NASA Ames Research Center (ARC), FOIA Requester Service Center MS943-4  
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  
Edwards, CA 93523

Angela Pierce, GRC FOIA Public Liaison Officer; 216-433-2813  
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
DFRC	Dryden 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
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 entirety 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:** classified national defense and foreign relations information
- b. **Exemption 2:** internal agency rules and practices
- c. **Exemption 3:** information that is prohibited from disclosure by another federal law
- d. **Exemption 4:** trade secrets and other confidential business information
- e. **Exemption 5:** inter-agency or intra-agency communications that are protected by legal privileges
- f. **Exemption 6:** information involving matters of personal privacy
- g. **Exemption 7:** records or information compiled for law enforcement purposes, to the extent that the production of those records (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:** information relating to the supervision of financial institutions
- i. **Exemption 9:** geological information on wells

### 3. Agency Component Abbreviations

Component Abbreviation	Component Name
ARC	VACANT, ARC FOIA Officer Mail Stop 943-4, Moffett Field, CA 94035 650-604-
DFRC	Dryden Flight Research Center (DFRC) Kim Lewis, DFRC FOIA Officer PO Box 273, MS 4839, Edwards, CA 93523 661.276.2704
GRC	Glenn Research Center (GRC) Angela Pierce, GRC FOIA Officer 21000 Brookpark Road, MS 500-313, Cleveland, OH 44135 216.433.2813
GSFC	Goddard Space Flight Center (GSFC) Joan Belt, GSFC FOIA Officer Mail Code 130, Greenbelt, MD 20771 301.286.4721
HQ	Headquarters (HQ) Josephine Sibley, HQ FOIA Officer 300 E Street, SW, Washington, DC 20546-0001 202-358-32462
JPL	Jet Propulsion Laboratory (JPL) Dennis Mahon, JPL FOIA Officer NMO NASA FOIA Officer, Pasadena, CA 91109 818.393.6779
JSC	Johnson Space Center (JSC) Jessica Cordero, JSC FOIA Officer Mail Code AP121, Houston, TX 77058 281.483.8612
KSC	Kennedy Space Center (KSC) Penny Myers, KSC FOIA Public Liaison Officer Mail Code XA-A1, Kennedy Space Center, FL 32899 321.867.9280
LaRC	Langley Research Center (LaRC) Carissa Wheeler, LaRC FOIA Officer Mail Stop 154, Hampton, VA 23681 757.864.4274
MSFC	Marshall Space Flight Center (MSFC) Judi Hollingsworth, MSFC FOIA Officer Mail Code CS20, Marshall Space Flight Center, AL 35812 256.544.1837
NSSC	Shared Services Center (NSSC)

	Paula Roy, NSSC FOIA Officer Bldg 5100, Stennis Space Center, MS 39529-6000 228.813.6011
OGC	Office of General Counsel (FOIA Appeals)
OIG	Office of the Inspector General (OIG) Frank LaRocca, IG FOIA Officer 300 E Street, SW, Washington, DC 20546-0001 202.358.2237
SSC	Stennis Space Center (SSC) Sallie Bilbo, SSC FOIA Officer Mail Code CA100, Stennis Space Center, MS 39529-6000 228.688.3182

**IV. EXEMPTION 3 STATUTES**

Statute	Type of Information Withheld	Case Citation	Agency / Component	Number of Times Relied upon by Agency / Component	Total Number of Times Relied upon by Agency Overall
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	4	7
	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).	HQ	1	
	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).	KSC	2	
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	None cited	ARC	1	14

Arms Export Control Act.				
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	HQ		1
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	JPL		1
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		7
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	KSC		1
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	None cited	MSFC		3

	Arms Export Control Act.				
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 UL 34098652, at *3-4 (E.D. Cal. May 4, 2001) (dictum)	GSFC		3
	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
	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)	MSFC		1
5 U.S.C. § 107 (a)	Financial disclosure information pertaining to certain government employees.	Meyerhoff v. EPA, 958 F.2d 1498, 1500-02 (9th Cir. 1992); Seife v. NIH, 874 F. Supp. 2d 248, 254 (S.D.N.Y. 2012); Concepcion v. FBI, 606 F. Supp. 2d 106 (D.D.C. 2010); Glascoe v. DOJ, No. 04-0486, 2005 WL 1139269, at *1 (D.D.C. May 15, 2005).	HQ		1

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**V.A. FOIA REQUESTS -- RECEIVED, PROCESSED AND PENDING FOIA REQUESTS**

Agency / Component	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	7	63	62	8
DFRC	1	11	11	1
GRC	4	28	30	2
GSFC	7	124	119	12
HQ	18	241	253	6
JPL	0	23	23	0
JSC	14	146	147	13
KSC	7	73	73	7
LaRC	3	37	39	1
MSFC	1	82	81	2
NSSC	1	11	10	2
OGC	0	0	0	0
OIG	1	26	27	0
SSC	0	8	8	0
AGENCY OVERALL	64	873	883	54

**V.B.(1). DISPOSITION OF FOIA REQUESTS -- ALL PROCESSED REQUESTS**

Agency / Component	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	All Records Referred to Another Component or Agency	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	15	13	4	7	0	7	4	5	3	1	3	0	62
DFRC	4	4	0	1	0	0	0	0	0	0	2	0	11
GRC	9	6	1	4	0	2	3	0	1	1	3	0	30
GSFC	27	50	3	9	2	4	9	5	4	0	6	0	119
HQ	71	30	5	40	14	5	9	16	29	20	14	0	253
JPL	5	6	1	0	0	3	2	1	0	4	1	0	23
JSC	32	24	3	14	5	12	15	11	13	5	13	0	147
KSC	11	7	5	11	3	1	11	9	7	2	6	0	73
LaRC	5	7	0	3	0	7	1	4	6	1	5	0	39
MSFC	21	26	3	6	0	4	14	2	2	1	2	0	81
NSSC	4	4	1	0	0	0	0	1	0	0	0	0	10
OGC	0	0	0	0	0	0	0	0	0	0	0	0	0
OIG	4	12	4	3	0	0	0	0	0	0	4	0	27
SSC	1	2	0	1	0	1	0	1	1	0	1	0	8
AGENCY OVERALL	209	191	30	99	24	46	68	55	66	35	60	0	883



**V.B.(2). DISPOSITION OF FOIA REQUESTS -- "OTHER" REASONS FOR "FULL DENIALS  
 BASED ON REASONS OTHER THAN EXEMPTIONS"**

Agency / Component	Description of "Other" Reasons for Denials from Chart B(1)	Number of Times "Other" Reason Was Relied Upon	TOTAL
			0
AGENCY OVERALL			0

**V.B.(3). DISPOSITION OF FOIA REQUESTS -- NUMBER OF TIMES EXEMPTIONS APPLIED**

Agency / Component	Ex. 1	Ex. 2	Ex. 3	Ex. 4	Ex. 5	Ex. 6	Ex. 7(A)	Ex. 7(B)	Ex. 7(C)	Ex. 7(D)	Ex. 7(E)	Ex. 7(F)	Ex. 8	Ex. 9
ARC	0	1	1	13	1	8	0	0	0	0	2	1	0	0
DFRC	0	0	0	3	0	1	0	0	0	0	1	1	0	0
GRC	0	1	0	4	2	2	0	0	0	0	0	0	0	0
GSFC	0	0	7	48	0	1	0	0	0	0	0	0	0	0
HQ	0	2	3	3	7	25	3	0	2	0	2	0	0	0
JPL	0	0	1	3	0	6	0	0	0	0	0	0	0	0
JSC	0	0	7	10	8	5	4	0	5	1	0	1	0	0
KSC	0	0	3	5	2	3	0	0	0	0	0	1	0	0
LaRC	0	0	0	6	0	0	0	0	0	0	1	0	0	0
MSFC	0	1	4	20	1	5	0	0	1	0	0	0	0	0
NSSC	0	0	0	3	1	0	0	0	0	0	0	0	0	0
OGC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OIG	0	0	0	0	2	11	5	0	13	3	1	1	0	0
SSC	0	0	0	2	0	0	0	0	0	0	0	0	0	0
AGENCY OVERALL	0	5	26	120	24	67	12	0	21	4	7	5	0	0

**VI.A. ADMINISTRATIVE APPEALS OF INITIAL DETERMINATIONS OF FOIA REQUESTS -- RECEIVED, PROCESSED, AND PENDING ADMINISTRATIVE APPEALS**

Agency / Component	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	0	0	0	0
DFRC	0	0	0	0
GRC	0	0	0	0
GSFC	0	0	0	0
HQ	0	0	0	0
JPL	0	0	0	0
JSC	0	0	0	0
KSC	0	0	0	0
LaRC	0	0	0	0
MSFC	0	0	0	0
NSSC	0	0	0	0
OGC	2	19	16	5
OIG	0	0	0	0
SSC	0	0	0	0
AGENCY OVERALL	2	19	16	5

**VI.B. DISPOSITION OF ADMINISTRATIVE APPEALS -- ALL PROCESSED APPEALS**

Agency / Component	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	0	0	0	0	0
DFRC	0	0	0	0	0
GRC	0	0	0	0	0
GSFC	0	0	0	0	0
HQ	0	0	0	0	0
JPL	0	0	0	0	0
JSC	0	0	0	0	0
KSC	0	0	0	0	0
LaRC	0	0	0	0	0
MSFC	0	0	0	0	0
NSSC	0	0	0	0	0
OGC	8	5	2	1	16
OIG	0	0	0	0	0
SSC	0	0	0	0	0
AGENCY OVERALL	8	5	2	1	16



**VI.C.(2). REASONS FOR DENIAL ON APPEAL -- REASONS OTHER THAN EXEMPTIONS**

Agency / Component	No Records	Records Referred at Initial Request Level	Request Withdrawn	Fee-Related Reason	Records not Reasonably Described	Improper Request for Other Reasons	Not Agency Record	Duplicate Request or Appeal	Request in Litigation	Appeal Based Solely on Denial of Request for Expedited Processing	Other *Explain in chart below
ARC	0	0	0	0	0	0	0	0	0	0	0
DFRC	0	0	0	0	0	0	0	0	0	0	0
GRC	0	0	0	0	0	0	0	0	0	0	0
GSFC	0	0	0	0	0	0	0	0	0	0	0
HQ	0	0	0	0	0	0	0	0	0	0	0
JPL	0	0	0	0	0	0	0	0	0	0	0
JSC	0	0	0	0	0	0	0	0	0	0	0
KSC	0	0	0	0	0	0	0	0	0	0	0
LaRC	0	0	0	0	0	0	0	0	0	0	0
MSFC	0	0	0	0	0	0	0	0	0	0	0
NSSC	0	0	0	0	0	0	0	0	0	0	0
OGC	0	0	0	1	0	0	0	0	0	0	0
OIG	0	0	0	0	0	0	0	0	0	0	0
SSC	0	0	0	0	0	0	0	0	0	0	0
AGENCY OVERALL	0	0	0	1	0	0	0	0	0	0	0



**VI.C.(3). REASONS FOR DENIAL ON APPEAL -- "OTHER" REASONS**

Agency / Component	Description of "Other" Reasons for Denial on Appeal from Chart C(2)	Number of Times "Other" Reason Was Relied Upon	TOTAL
			0
			0
AGENCY OVERALL			0

**VI.C.(4). RESPONSE TIME FOR ADMINISTRATIVE APPEALS**

Agency / Component	Median Number of Days	Average Number of Days	Lowest Number of Days	Highest Number of Days
OGC	28.00	30.07	19.00	43.00
AGENCY OVERALL	28.00	30.07	19.00	43.00



LaRC	Date of Appeal	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
MSFC	Date of Appeal	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
NSSC	Date of Appeal	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
OGC	Date of Appeal	N/A	N/A	N/A	N/A	N/A	2013-09-24	2013-09-18	2013-09-18	2013-09-13	2013-09-06	
	Number of Days Pending	0	0	0	0	0	4	8	8	11	16	
OIG	Date of Appeal	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
SSC	Date of Appeal	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
AGENCY OVERALL	Date of Appeal	N/A	N/A	N/A	N/A	N/A	2013-09-24	2013-09-18	2013-09-18	2013-09-13	2013-09-06	
	Number of Days Pending	0	0	0	0	0	4	8	8	11	16	

## VII.A. FOIA REQUESTS -- RESPONSE TIME FOR ALL PROCESSED PERFECTED REQUESTS

Agency / Component	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	16	12	<1	20	21	26.9	<1	126	N/A	N/A	N/A	N/A
DFRC	0.5	1	<1	3	17	34.86	3	150	N/A	N/A	N/A	N/A
GRC	2	4.8	1	16	4	13.2	<1	59	N/A	N/A	N/A	N/A
GSFC	4	5.94	<1	23	14	27.32	<1	140	N/A	N/A	N/A	N/A
HQ	4	5.42	<1	18	16	24.28	<1	230	N/A	N/A	N/A	N/A
JPL	4	4.33	<1	16	7.5	20.88	2	126	N/A	N/A	N/A	N/A
JSC	1	1.86	<1	7	8	12.99	<1	80	N/A	N/A	N/A	N/A
KSC	2.5	3.73	<1	15	13	22.02	<1	135	N/A	N/A	N/A	N/A
LaRC	2	3.37	<1	15	12	19.75	<1	120	N/A	N/A	N/A	N/A
MSFC	5	7.95	<1	29	23	21.58	<1	66	N/A	N/A	N/A	N/A
NSSC	8	11.33	6	20	25	56.14	10	252	N/A	N/A	N/A	N/A
OGC	N/A	N/A										
OIG	9.5	11.36	<1	35	30	32.8	13	58	N/A	N/A	N/A	N/A
SSC	3	3.29	<1	11	9	9	9	9	N/A	N/A	N/A	N/A
AGENCY OVERALL	4	5.65	<1	35	14	22.34	<1	252	N/A	N/A	N/A	N/A

**VII.B. PROCESSED REQUESTS -- RESPONSE TIME FOR PERFECTED REQUESTS IN WHICH INFORMATION WAS GRANTED**

Agency / Component	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	16	12	<1	20	28	36.92	1	119	N/A	N/A	N/A	N/A
DFRC	3	3	3	3	17	34.86	3	150	N/A	N/A	N/A	N/A
GRC	2	2	2	2	11	18.07	<1	59	N/A	N/A	N/A	N/A
GSFC	6.5	7.94	<1	23	35	35.66	<1	140	N/A	N/A	N/A	N/A
HQ	4	5.79	<1	18	23	37.88	1	230	N/A	N/A	N/A	N/A
JPL	4	5.83	<1	16	8	31.6	7	126	N/A	N/A	N/A	N/A
JSC	1.5	2.5	<1	7	15	21.19	1	80	N/A	N/A	N/A	N/A
KSC	7.5	9	3	15	42.5	39.92	13	71	N/A	N/A	N/A	N/A
LaRC	1	2.2	<1	8	28	38.71	10	120	N/A	N/A	N/A	N/A
MSFC	9	10.43	<1	29	28.5	28	2	66	N/A	N/A	N/A	N/A
NSSC	20	20	20	20	25	56.14	10	252	N/A	N/A	N/A	N/A
OGC	N/A	N/A										
OIG	12	15.55	3	35	30	32.8	13	58	N/A	N/A	N/A	N/A
SSC	7	7	3	11	9	9	9	9	N/A	N/A	N/A	N/A
AGENCY OVERALL	5	8.04	<1	35	24	33.44	<1	252	N/A	N/A	N/A	N/A



**VII.C. PROCESSED COMPLEX REQUESTS -- RESPONSE TIME IN DAY INCREMENTS**

Agency / Component	<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	29	17	7	1	2	2	1	0	0	0	0	0	0	59
DFRC	4	2	0	0	0	0	0	1	0	0	0	0	0	7
GRC	19	2	4	0	0	0	0	0	0	0	0	0	0	25
GSFC	45	12	17	7	2	0	1	0	0	0	0	0	0	84
HQ	97	40	13	6	2	2	0	1	0	0	2	0	0	163
JPL	7	0	0	0	0	0	1	0	0	0	0	0	0	8
JSC	87	18	2	5	0	0	0	0	0	0	0	0	0	112
KSC	24	9	6	3	0	0	1	0	0	0	0	0	0	43
LaRC	13	5	1	0	0	1	0	0	0	0	0	0	0	20
MSFC	9	9	0	1	0	0	0	0	0	0	0	0	0	19
NSSC	3	3	0	0	0	0	0	0	0	0	1	0	0	7
OGC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OIG	2	1	2	0	0	0	0	0	0	0	0	0	0	5
SSC	1	0	0	0	0	0	0	0	0	0	0	0	0	1
AGENCY OVERALL	340	118	52	23	6	5	4	2	0	0	3	0	0	553



**VII.D. PENDING REQUESTS -- ALL PENDING PERFECTED REQUESTS**

Agency / Component	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	0	N/A	N/A	8	17	49.62	0	N/A	N/A
DFRC	1	3	3	0	N/A	N/A	0	N/A	N/A
GRC	1	3	3	1	19	19	0	N/A	N/A
GSFC	1	2	2	11	23	25.45	0	N/A	N/A
HQ	4	4.5	4.5	2	9.5	9.5	0	N/A	N/A
JPL	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
JSC	2	20	20	11	25	31.91	0	N/A	N/A
KSC	1	1	1	6	27	28.67	0	N/A	N/A
LaRC	0	N/A	N/A	1	10	10	0	N/A	N/A
MSFC	1	6	6	1	3	3	0	N/A	N/A
NSSC	0	N/A	N/A	2	13.5	13.5	0	N/A	N/A
OGC	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
OIG	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
SSC	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
AGENCY OVERALL	11	4	6.64	43	19	29.72	0	N/A	N/A



	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	10
MSFC	Date of Receipt	N/A	2013-09-25	2013-09-20								
	Number of Days Pending	0	0	0	0	0	0	0	0	0	3	6
NSSC	Date of Receipt	N/A	2013-09-27	2013-08-22								
	Number of Days Pending	0	0	0	0	0	0	0	0	0	1	26
OGC	Date of Receipt	N/A										
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
OIG	Date of Receipt	N/A										
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
SSC	Date of Receipt	N/A										
	Number of Days Pending	0	0	0	0	0	0	0	0	0	0	0
AGENCY OVERALL	Date of Receipt	2013-08-05	2013-08-05	2013-07-26	2013-07-26	2013-07-08	2013-07-02	2013-06-21	2013-06-11	2013-03-14	2013-02-11	
	Number of Days Pending	39	39	45	45	59	62	69	77	139	161	

### VIII.A. REQUESTS FOR EXPEDITED PROCESSING

Agency / Component	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate	Number Adjudicated Within Ten Calendar Days
ARC	0	0	N/A	N/A	0
DFRC	0	1	10	10	1
GRC	0	0	N/A	N/A	0
GSFC	0	0	N/A	N/A	0
HQ	0	6	0	2.5	5
JPL	0	0	N/A	N/A	0
JSC	0	1	0	0	1
KSC	0	1	13	13	0
LaRC	0	0	N/A	N/A	0
MSFC	0	0	N/A	N/A	0
NSSC	0	0	N/A	N/A	0
OGC	0	0	N/A	N/A	0
OIG	0	0	N/A	N/A	0
SSC	0	0	N/A	N/A	0
AGENCY OVERALL	0	9	0	4.22	7

## VIII.B. REQUESTS FOR FEE WAIVER

Agency / Component	Number Granted	Number Denied	Median Number of Days to Adjudicate	Average Number of Days to Adjudicate
ARC	2	1	0	0
DFRC	0	0	N/A	N/A
GRC	0	1	0	0
GSFC	0	0	N/A	N/A
HQ	2	12	2	5.21
JPL	0	0	N/A	N/A
JSC	1	1	15.5	15.5
KSC	0	6	0.5	2.5
LaRC	0	0	N/A	N/A
MSFC	0	1	3	3
NSSC	1	0	0	0
OGC	0	0	N/A	N/A
OIG	0	0	N/A	N/A
SSC	0	0	N/A	N/A
AGENCY OVERALL	6	22	1	4.36

## IX. FOIA PERSONNEL AND COSTS

Agency / Component	PERSONNEL			COSTS		
	Number of "Full-Time FOIA Employees"	Number of "Equivalent Full-Time FOIA Employees"	Total Number of "Full-Time FOIA Staff"	Processing Costs	Litigation-Related Costs	Total Costs
ARC	1	0.4	1.4	\$76,307.45	\$0.00	\$76,307.45
DFRC	0	0.5	0.5	\$48,083.43	\$0.00	\$48,083.43
GRC	1	0	1	\$95,553.05	\$0.00	\$95,553.05
GSFC	1	0	1	\$161,824.33	\$0.00	\$161,824.33
HQ	3	0	3	\$290,913.85	\$0.00	\$290,913.85
JPL	1	0	1	\$91,260.39	\$0.00	\$91,260.39
JSC	2	0	2	\$180,700.50	\$0.00	\$180,700.50
KSC	2	0	2	\$167,276.37	\$0.00	\$167,276.37
LaRC	1	0	1	\$72,861.40	\$0.00	\$72,861.40
MSFC	1	0	1	\$121,278.85	\$0.00	\$121,278.85
NSSC	0	0.5	0.5	\$60,758.60	\$0.00	\$60,758.60
OGC	0	0.24	0.24	\$60,992.18	\$0.00	\$60,992.18
OIG	0	0.3	0.3	\$30,154.00	\$0.00	\$30,154.00
SSC	0	0.2	0.2	\$18,355.95	\$0.00	\$18,355.95
AGENCY OVERALL	13	2.14	15.14	\$1,476,320.35	\$0.00	\$1,476,320.35

## X. FEES COLLECTED FOR PROCESSING REQUESTS

Agency / Component	Total Amount of Fees Collected	Percentage of Total Costs
ARC	\$337.50	0.44%
DFRC	\$270.00	0.56%
GRC	\$1,436.78	1.50%
GSFC	\$2,653.30	1.64%
HQ	\$514.40	0.18%
JPL	\$41.25	0.05%
JSC	\$1,889.25	1.05%
KSC	\$1,667.60	1.00%
LaRC	\$2,046.20	2.81%
MSFC	\$1,046.50	0.86%
NSSC	\$313.25	0.52%
OGC	\$0.00	0.00%
OIG	\$0.00	0.00%
SSC	\$295.50	1.61%
AGENCY OVERALL	\$12,511.53	0.85%

## XII.A. BACKLOGS OF FOIA REQUESTS AND ADMINISTRATIVE APPEALS

Agency / Component	Number of Backlogged Requests as of End of Fiscal Year	Number of Backlogged Appeals as of End of Fiscal Year
ARC	3	0
DFRC	0	0
GRC	0	0
GSFC	2	0
HQ	0	0
JPL	0	0
JSC	4	0
KSC	2	0
LaRC	0	0
MSFC	0	0
NSSC	0	0
OGC	0	0
OIG	0	0
SSC	0	0
AGENCY OVERALL	11	0

**XII.B. CONSULTATIONS ON FOIA REQUESTS -- RECEIVED, PROCESSED, AND PENDING CONSULTATIONS**

Agency / Component	Number of Consultations Received from Other Agencies that were <u>Pending</u> at the Agency as of <u>Start</u> of the Fiscal Year	Number of Consultations <u>Received</u> from Other Agencies During the Fiscal Year	Number of Consultations Received from Other Agencies that were <u>Processed</u> by the Agency During the Fiscal Year	Number of Consultations Received from Other Agencies that were <u>Pending</u> at the Agency as of <u>End</u> of the Fiscal Year
ARC	0	3	3	0
DFRC	0	1	1	0
GRC	0	0	0	0
GSFC	0	0	0	0
HQ	3	6	8	1
JPL	0	1	1	0
JSC	0	0	0	0
KSC	0	0	0	0
LaRC	0	3	3	0
MSFC	0	0	0	0
NSSC	0	0	0	0
OGC	0	0	0	0
OIG	0	0	0	0
SSC	0	0	0	0
AGENCY OVERALL	3	14	16	1

*NASA had 3 consultations pending at the end of FY 12 that were inadvertently left out of the FY 12 report.*





**XII.D.(1). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT --  
REQUESTS RECEIVED AND PROCESSED**

Agency / Component	NUMBER OF REQUESTS <u>RECEIVED</u>		NUMBER OF REQUESTS <u>PROCESSED</u>	
	Number Received During Fiscal Year from Last Year's Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Year's Annual Report	Number Processed During Fiscal Year from Current Annual Report
ARC	45	63	48	62
DFRC	16	11	20	11
GRC	38	28	38	30
GSFC	118	124	125	119
HQ	210	241	215	253
JPL	53	23	53	23
JSC	148	146	142	147
KSC	60	73	57	73
LaRC	42	37	40	39
MSFC	93	82	93	81
NSSC	15	11	15	10
OGC	0	0	0	0
OIG	41	26	42	27
SSC	7	8	7	8
AGENCY OVERALL	886	873	895	883

**XII.D.(2). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED REQUESTS**

Agency / Component	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
ARC	1	3
DFRC	1	0
GRC	2	0
GSFC	4	2
HQ	6	0
JPL	0	0
JSC	4	4
KSC	3	2
LaRC	1	0
MSFC	0	0
NSSC	0	0
OGC	0	0
OIG	0	0
SSC	0	0
AGENCY OVERALL	22	11

**XII.E.(1). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- APPEALS RECEIVED AND PROCESSED**

Agency / Component	NUMBER OF APPEALS <u>RECEIVED</u>		NUMBER OF APPEALS <u>PROCESSED</u>	
	Number Received During Fiscal Year from Last Year's Annual Report	Number Received During Fiscal Year from Current Annual Report	Number Processed During Fiscal Year from Last Year's Annual Report	Number Processed During Fiscal Year from Current Annual Report
ARC	0	0	0	0
DFRC	0	0	0	0
GRC	0	0	0	0
GSFC	0	0	0	0
HQ	0	0	0	0
JPL	0	0	0	0
JSC	0	0	0	0
KSC	0	0	0	0
LaRC	0	0	0	0
MSFC	0	0	0	0
NSSC	0	0	0	0
OGC	23	19	21	16
OIG	3	0	3	0
SSC	0	0	0	0
AGENCY OVERALL	26	19	24	16

**XII.E.(2). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED APPEALS**

Agency / Component	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	0	0
DFRC	0	0
GRC	0	0
GSFC	0	0
HQ	0	0
JPL	0	0
JSC	0	0
KSC	0	0
LaRC	0	0
MSFC	0	0
NSSC	0	0
OGC	0	0
OIG	0	0
SSC	0	0
AGENCY OVERALL	0	0

