

ATTACHMENT

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CIVIL ACTION NUMBERS:

82-1602
82-2108
82-2109
82-2110
82-2128
82-2130
82-2156
82-2379
82-2522
82-2523
82-2679
82-2680

10/8/82

FOIPA SECTION WORK ANALYSIS
FOURTH QUARTER FISCAL YEAR 1982

REQUESTS

During the fourth quarter FY 82, we received 2,705 new requests, an average of 42.9 per day. In comparing FY 81 with FY 82, new requests have dropped from 12,686 to 12,102. For FY 82 we have received an average of 48 new requests per day, which is less than the 50.7 average received for FY 81.

CLOSINGS

Closings through processing for FY 82 were 4,502 as compared to 5,346 during FY 81. In FY 82 cases closed other than through processing total 7,978 which is 1,182 less than for FY 81.

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FOIPA QUARTERLY WORK ANALYSIS FOURTH QUARTER, FY 82	FOURTH QUARTER FY 82	FOURTH QUARTER FY 81	FY 82	FY 81
NEW REQUESTS	2705	2745	12102	12686
WOKDAYS	63	64	252	250
AVERAGE DAILY RECEIPTS	42.9	42.8	48	50.7
REOPENED REQUESTS	365	385	1298	1465

CLOSINGS FIGURES BELOW ARE BASED ON THE THREE MONTH PERIOD FROM 7/6/82 TO 10/1/82

NO RECORDS NO RECORD MAIN FILE INFO/NOTIFY ADMINISTRATIVE PIE-PROCESSED TOTAL	UNIT A	UNIT B	UNIT C	UNIT D	UNIT E	UNIT F	TOTAL	GRAND TOTAL OF CLOSINGS	WORK ON HAND
671	412	132	149	124	207	166	1190	3217	4775
349	428	265	218	151	184	189	1435	3430	4075
626	576	677	562	710	662	631	4502	12480	4775
320	1230	792	484	622	5346	14506	1587	4075	
61	1587	792	484	622	5346	14506	1230	4075	
2027	1587	792	484	622	5346	14506	1230	4075	

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Following is a breakdown of closings comparing Fourth Quarter 1982 figures with Fiscal Year 82 and Fiscal Year 81 figures.

CLOSINGS	FOURTH QUARTER		FY 82		FY 81	
	TOTAL	PERCENT	TOTAL	PERCENT	TOTAL	PERCENT
Through processing	1190	37	4502	36	5346	36.9
Other	<u>2027</u>	<u>63</u>	<u>7978</u>	<u>64</u>	<u>9160</u>	<u>63.1</u>
TOTAL	3217	100	12480	100	14506	100

Following is a breakdown of cases closed other than through processing:

TYPES OF CLOSINGS	FOURTH QUARTER		FY 82		FY 81	
	TOTAL	PERCENT	TOTAL	PERCENT	TOTAL	PERCENT
NR	671	33.1	2466	30.9	3081	33.6
NRMF	349	17.2	1792	22.5	2274	24.8
Info/Notary	626	30.9	2302	28.9	2237	24.4
Administrative	320	15.8	1271	15.9	1105	12.1
Pre-processed	<u>61</u>	<u>3.0</u>	<u>147</u>	<u>1.8</u>	<u>463</u>	<u>5.1</u>
TOTAL	2027	100	7978	100	9160	100

SECTION TOTALS	TOTAL	PERCENTAGE
Requests assigned to Disclosure	2214	46.4
Requests assigned to Operations	<u>2561</u>	<u>53.6</u>
TOTAL	4775	100

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FREEDOM OF INFORMATION AND PRIVACY ACTS STATISTICS

117,742	New requests received at FBIHQ since 1975
12,531	Total FOIPA requests received at FBIHQ, averaging 49.9 requests per day for CY 81
4,809	Total FOIPA Field Office requests received in CY 81
17,340	Total FOIPA Field Office and Headquarters requests received in CY 81
12,102	Total FOIPA requests received at FBIHQ, averaging 48 requests per day for FY 82
12.8%	Of requests from prisoners during FY 82
6.6%	Of requests from news media and scholars during FY 82
396	Total number of employees handling requests composed of:
237	FOIPA Section, Records Management Division, employees including 20 law trained Special Agents
91	Additional Records Management Division employees including 9 Special Agents
16	Legal Counsel Division employees including 10 law trained Special Agents
52	Field Office employees including 11 Special Agents
	Numbers of additional Records Management Division employees, Legal Counsel Division employees and Field Office employees are based upon the number of hours and equivalent workyears utilized in FOIPA program.
4,775	FOIPA matters on hand as of 10/1/82
\$12,134,932	Cost of FBI FOIPA program for FY 81

The average length of time it takes to process and release documents to requesters is three to five months. The length of time may be shorter or substantially longer depending upon such factors as the nature of the request, the number of documents to be reviewed, whether the documents require classification review, whether the documents were referred to another agency, and whether the documents have previously been processed under the FOIPA.