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**Broadcasting
Board of
Governors**

330 Independence Ave.SW
Cohen Building, Room 3349
Washington, DC 20237

T 202.203.4550
F 202.203.4585

*Office of the General Counsel
Freedom of Information and Privacy Act Office*

May 28, 2014

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received on April 15, 2014. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

As we discussed today by phone, the estimated fees provided to you in our May 2, 2014 correspondence were not accurate. I apologize for the error and any inconvenience it may have caused you, and I thank you for your understanding and patience.

I have confirmed the information the record custodians provided to our office, and the correct estimates for search, review, and duplication fees are as follows:

Estimated fees for search

Number of employees: 2		
GS-13 (\$20/hour x 320 hours)	\$6400	
Total search fees:		\$6400

Estimated fees for review

Number of employees: 2		
GS-12 (\$20/hour x 260 hours)	\$5200	
GS-15 (\$36/hour x 100 hours)	\$3600	
Total review fees:		\$8800

Estimated fees for duplication

Total number of pages: 20,000		
Total duplication fees (20,000 pages x \$0.15/page):		\$3000

<u>TOTAL ESTIMATED FEES:</u>		\$18200
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Mr. Daniel J. Stotter, Esq.
May 28, 2014
Page 2

If you are still interested in the requested materials, please submit a check for \$18200 payable to the U.S. Treasury to this office within thirty (30) calendar days from the date of this letter.

You may also respond to modify or narrow your request to reduce the total fees associated with it. However, please be advised that if you fail to respond within thirty days of this letter we will assume you are no longer interested in pursuing your request and it will be closed.

If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,

A handwritten signature in black ink, appearing to read "A. T. Krog". The signature is stylized with a large, bold "A" and a smaller "T" and "Krog" following.

Andrew T. Krog
FOIA and Privacy Act Officer



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***Office of the General Counsel
Freedom of Information and Privacy Act Office***

July 15, 2015

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received on April 15, 2014. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

The agency has completed its search for responsive documents and is processing them for release. Due to the large volume of documents to be processed, we are providing them to you in interim releases as they are completed rather than waiting until the entire request is finished. The first interim release, which totals 183 pages, is provided in PDF format on the CD-ROM enclosed with this letter. We will continue to provide interim releases to you as processed documents become available.

Personally identifiable information (PII) relating to individuals was redacted pursuant to FOIA Exemption 6 to protect their personal privacy interests, and such redacted information is marked with the code “(b)(6)” on the enclosed documents. Additionally, information identified as privileged or confidential commercial financial information was redacted pursuant to FOIA Exemption 4, and such redactions are marked with the code “(b)(4)” on the enclosed documents. No other responsive information was redacted from the documents provided.

This is the agency’s first interim release of information responsive to this request. We are continuing to process the remainder of your request and will contact you regarding future interim releases as documents become available. Because information was redacted from the responsive materials provided to you, you have the right to appeal those decisions. If you wish to appeal those decisions now, you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. If you prefer

Mr. Daniel J. Stotter, Esq.
July 15, 2015
Page 2

to defer your appeal until after your entire request is processed and closed, you may do so without adversely affecting your right to appeal or to receive administrative relief from the agency.

If you have any questions regarding the status of your request, I can be reached at the address or phone numbers listed on the previous page.

Sincerely,

A handwritten signature in black ink, appearing to read "A. T. Krog". The signature is stylized with a large, bold letter 'A' and a small 'T' to its right, followed by the name 'Krog' in a cursive-like script.

Andrew T. Krog
FOIA and Privacy Act Officer



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*Office of the General Counsel
Freedom of Information and Privacy Act Office*

July 22, 2014

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your letter dated July 7, 2014, which the Agency received on July 15, 2014, requesting a status update regarding your request. The agency is continuing to search for and retrieve documents responsive your request and I have been informed that the FOIA Office will receive two boxes of responsive documents later this week. There is also the expectation that four additional boxes of responsive documents will be delivered to the FOIA Office for review within the next 45 days.

There are two unusual circumstances that will cause delays in responding to your FOIA request, namely the need to search for and collect records from other locations separate from the office processing the request and the need to search for, collect, and examine a voluminous amount of records sought in a single request. Unfortunately, it is impossible for me to predict how long it will take our office to review and process the all the documents at this time, but we will provide you with periodic interim releases as batches of documents are finalized.

We appreciate your patience and understand as we process your request. If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. T. Krog', with a stylized flourish at the end.

Andrew T. Krog
FOIA and Privacy Act Officer



330 Independence Ave.SW
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Washington, DC 20237

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*Office of the General Counsel
Freedom of Information and Privacy Act Office*

November 24, 2014

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your letter dated September 16, 2014, which the Agency received on the same day, requesting a status update regarding your request.

Our office received more than 8,000 pages of documents from the agency's record custodians, but after reviewing them we determined a substantial percentage was not responsive to your request. We have therefore directed the record custodians to review the documents retrieved and to remove extraneous and non-responsive documents before we process them for final review and release.

I apologize for the delay and any inconvenience this additional review may cause, but by ensuring that our office only processes documents actually responsive to your request we will reduce the overall volume of records processed, which will lower total fees and result in your request being fulfilled in a more expeditious manner. I currently do not have enough information to provide an update regarding fees or an estimated completion date, but as we receive information from the record custodians we will work to provide one to you within the next several weeks.

We appreciate your patience and understanding as we process your request. If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. T. Krog', with a stylized flourish at the end.

Andrew T. Krog
FOIA and Privacy Act Officer

STOTTER & ASSOCIATES LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333
(541) 738-2601

2014 APR 15 AM 9 54

April 10, 2014

Voice of America Public Relations
Att: FOIA Officer
330 Independence Ave. S.W.
Washington, DC 20237 FOIA Request

Re: FOIA Request of Stotter & Associates LLC

Dear Voice of America FOIA Officer:

I am writing pursuant to the Freedom of Information Act, 5 U.S.C. § 552 *et seq.*, to request copies of the following agency records:

All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.

Our office would like to receive copies of the responsive records in a digital format, and stored on a CD or other electronic data storage device, *see* 5 U.S.C. § 552 (a)(3)B), as providing these responsive records in an electronic format will save staff substantial processing time, as well as the additional cost of making paper copies of responsive records for this FOIA request.

This is a commercial use request. Our office is prepared to pay the applicable fees for processing this FOIA request and providing responsive records. However, we would request a follow-up communication from your office in the event that the anticipated fees for this FOIA request will exceed the sum of \$200. Please advise our office of an estimate of the costs for processing and providing the responsive records requested herein.

Please also inform our office if there are any "unusual circumstances" that will cause delay in responding to this FOIA request, and /or providing the agency records which are requested, and in addition, please provide the approximate date by which you anticipate a final response can be provided to our office.

The disclosure of the above referenced agency records are sought in order to promote government transparency, and to reflect the Obama administration's policy to support our nation's fundamental commitment to open government, and a presumption of disclosure, which were expressly set forth in both Attorney General Holder's March 29, 2009 FOIA Memorandum to all Executive Departments and Agencies, and in the FOIA policies announced by President Obama's January 21, 2009 Freedom of Information Act Memorandum to all federal agencies.

FOIA was designed to “pierce the veil of administrative secrecy and to open agency action to the light of public scrutiny,” *see, e.g., Dept. of the Air Force v. Rose*, 425 U.S. 352, 361 (1976), and in order “to ensure an informed citizenry, vital to the functioning of a democratic society, needed to check against corruption and to hold the governors accountable to the governed.” *NLRB v. Robbins Tire & Rubber Co.*, 437 U.S. 214, 242 (1978); *see also Judicial Watch, Inc. v. Rossotti*, 326 F.3d 1309, 1310 (D.C. Cir. 2003); *United States Dept. of Justice v. Reporters Comm. for Freedom of the Press*, 489 U.S. 749, 773 (1989). As the Supreme Court has observed, “virtually every document generated by an agency is available in one form or another, unless it falls within one of the Act’s nine exemptions.” *NLRB v. Sears, Roebuck & Co.*, 421 U.S. 132, 136 (1975).

The above described agency records are subject to disclosure under FOIA, and are not otherwise exempt from disclosure pursuant to FOIA’s nine statutory exemptions. *See* 5 U.S.C. § 552(b)(1) - (9). However, to the extent that a determination is made by your FOIA office staff that any limited portions of the records listed above will be withheld from disclosure for this request, FOIA expressly requires all agencies to disclose “[a]ny reasonably segregable portion of a record . . . after deletion of the portions of the record which are exempt.” 5 U.S.C. § 552(b). *See, e.g., Oglesby v. U.S. Dept. of Army*, 79 F.3d 1172, 1178 (D.C. Cir. 1996); *see also Abdelfattah v. U.S. Dept. Of Homeland Security*, 488 F.3d 178, 186-187 (3rd Cir. 2007).

The 2007 Openness Promotes Effectiveness in our National Government Act amendments to FOIA (the “OPEN Government Act”) expressly require identification of the amount of any material withheld, the location of any withholdings, a direct reference to the specific statutory exemption supporting each withholdings asserted, and if technically possible, also require that this information shall “be indicated at the place in the record where such deletion is made.” *See* 5 U.S.C. § 552(b). Therefore, I would appreciate your assistance in expressly identifying any exempt responsive records (or portions thereof) and the applicable FOIA exemptions for any responsive materials withheld for this FOIA request.

If you have any questions regarding this FOIA request, or if I can be of any other assistance, please feel free to contact me at (541) 738-2601, or via email to [REDACTED] (b) (6)

Thank you in advance for your assistance.

Sincerely,



Daniel J. Stotter
Attorney at Law



330 Independence Ave.SW
Cohen Building, Room 3349
Washington, DC 20237

T 202.203.4550
F 202.203.4585

*Office of the General Counsel
Freedom of Information and Privacy Act Office*

August 7, 2015

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received on April 15, 2014. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

On July 31, 2015 our office mailed you a CD-ROM containing a second interim release, which totaled 268 pages, as well as a courtesy copy of the first interim release provided to you previously. Apparently, there was an error on that CD-ROM that prevented you from being able to open the disk or access the files it contained. I do not know what could have caused the error, but I apologize for any inconvenience it created for you. I have personally checked the enclosed replacement CD-ROM for functionality and hope it works for you on your computer systems.

Thank you for your patience and understanding, and if you have any difficulties opening or accessing our interim releases please do not hesitate to contact me at the address or phone numbers listed above.

Sincerely,

A handwritten signature in black ink, appearing to read 'Andrew T. Krog', written over a horizontal line.

Andrew T. Krog
FOIA and Privacy Act Officer



**Broadcasting
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Governors**

330 Independence Ave.SW
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Washington, DC 20237

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***Office of the General Counsel
Freedom of Information and Privacy Act Office***

July 29, 2015

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received on April 15, 2014. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

The agency has completed its search for responsive documents and is processing them for release. Due to the large volume of documents to be processed, we are providing them to you in interim releases as they are completed rather than waiting until the entire request is finished. On July 15, 2015, we provided you with the first such interim release, which totaled 183 pages. Enclosed with this letter is a CD-ROM containing a second interim release, which totals 159 pages. For your convenience, we have also included the previous interim release on the CD-ROM. We will continue to provide interim releases to you as processed documents become available.

Personally identifiable information (PII) relating to individuals was redacted pursuant to FOIA Exemption 6 to protect their personal privacy interests, and such redacted information is marked with the code “(b)(6)” on the enclosed documents. Additionally, information identified as privileged or confidential commercial financial information was redacted pursuant to FOIA Exemption 4, and such redactions are marked with the code “(b)(4)” on the enclosed documents. No other responsive information was redacted from the documents provided.

This is the agency’s second interim release of information responsive to this request. We are continuing to process the remainder of your request and will contact you regarding future interim releases as documents become available. Because information was redacted from the responsive materials provided to you, you have the right to appeal those

Mr. Daniel J. Stotter, Esq.
July 29, 2015
Page 2

decisions. If you wish to appeal those decisions now, you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. If you prefer to defer your appeal until after your entire request is processed and closed, you may do so without adversely affecting your right to appeal or to receive administrative relief from the agency.

If you have any questions regarding the status of your request, I can be reached at the address or phone numbers listed on the previous page.

Sincerely,

A handwritten signature in black ink, appearing to read "A. T. Krog". The signature is stylized with a large, bold letter 'A' and a smaller 'T' to its right, followed by the name 'Krog' in a cursive-like script.

Andrew T. Krog
FOIA and Privacy Act Officer



**Broadcasting
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*Office of the General Counsel
Freedom of Information and Privacy Act Office*

July 31, 2015

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is in response to your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received on April 15, 2014. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

The agency has completed its search for responsive documents and is processing them for release. Due to the large volume of documents to be processed, we are providing them to you in interim releases as they are completed rather than waiting until the entire request is finished. On July 15, 2015, we provided you with the first such interim release, which totaled 183 pages. Enclosed with this letter is a CD-ROM containing a second interim release, which totals 268 pages. For your convenience, we have also included the previous interim release on the CD-ROM.

Personally identifiable information (PII) relating to individuals was redacted pursuant to FOIA Exemption 6 to protect their personal privacy interests, and such redacted information is marked with the code “(b)(6)” on the enclosed documents. Additionally, information identified as privileged or confidential commercial financial information was redacted pursuant to FOIA Exemption 4, and such redactions are marked with the code “(b)(4)” on the enclosed documents. No other responsive information was redacted from the documents provided.

This is the agency’s second interim release of information responsive to this request. At this point, the 451 pages provided to you represent all the contracts, modifications, and purchase orders the agency was able to locate that were responsive to your request. There are roughly 3,000 pages of potentially responsive material related to agency solicitations

Mr. Daniel J. Stotter, Esq.
July 31, 2015
Page 2

still to be reviewed and redacted, as well as approximately 4,500 pages of potentially responsive materials related to supporting documentation for the contracts, modifications, and purchase orders already provided to you.

On May 28, 2014 our office notified you that your request would generate an estimated \$18,200 in fees to process. On June 16, 2014 we received your check in that amount. To date, your request has incurred the following fees:

Fees for search

Number of employees: 3	
GS-09 through GS-13 (\$20/hour x 35 hours)	\$700.00
GS-14 and above (\$36/hour x 60 hours)	\$2,160.00
Total search fees:	\$2,860.00

Fees for review

Number of employees: 3	
GS-09 through GS-13 (\$20/hour x 53 hours)	\$1060.00
GS-14 and above (\$36/hour x 11 hours)	\$360.00
Total review fees:	\$1,420.00

Fees for duplication

Total number of pages: 451	
Total duplication fees (455 pages x \$0.15/page):	\$67.65

TOTAL FEES INCURRED: **\$4,347.65**

Based on the volume of material yet to be reviewed, our current estimate of the fees required to complete processing your request are as follows:

Estimated fees for review

Number of employees: 3	
GS-09 through GS-13 (\$20/hour x 100 hours)	\$2,000.00
GS-14 and above (\$36/hour x 160 hours)	\$5,760.00
Total review fees:	\$7,760.00

Estimated fees for duplication

Total number of pages: 7,500	
Total duplication fees (7,500 pages x \$0.15/page):	\$1,125.00

TOTAL ESTIMATED FEES REMAINING: **\$8,885.00**

Mr. Daniel J. Stotter, Esq.
July 31, 2015
Page 3

We are continuing to process the remainder of your request and will provide interim releases to you as processed documents become available. However, if the information already provided to you satisfies your interest in records from the agency, let our office know and we can cease further processing of your request to reduce additional charged fees.

Because information was redacted from the responsive materials provided to you, you have the right to appeal those decisions. If you wish to appeal those decisions now, you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. If you prefer to defer your appeal until after your entire request is processed and closed, you may do so without adversely affecting your right to appeal or to receive administrative relief from the agency.

If you have any questions regarding the status of your request, I can be reached at the address or phone numbers listed on the previous page.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew T. Krog". The signature is stylized with a large, bold letter 'A' and a small 'T' to its right, followed by the name 'Krog' in a cursive-like script.

Andrew T. Krog
FOIA and Privacy Act Officer



**Broadcasting
Board of
Governors**

330 Independence Ave.SW
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T 202.203.4550
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*Office of the General Counsel
Freedom of Information and Privacy Act Office*

May 2, 2014

Mr. Daniel J. Stotter, Esq.
Stotter & Associates LLC
408 SW Monroe Ave., Suite M210E
Corvallis, Oregon 97333

RE: Request Pursuant to the Freedom of Information Act – FOIA #14-035

Dear Mr. Stotter:

This letter is an acknowledgment of your Freedom of Information Act (FOIA) request to the Broadcasting Board of Governors (BBG), dated April 10, 2014, which the Agency received today. In your request, you ask for “all records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time period of January 1, 2007, to the date of this request.”

The Agency will need at least three months to complete its search and review of the materials you requested. For purposes of assessing fees pursuant to the OMB fee guidelines you have been placed in Category I, the “commercial use” category. Consistent with Category I, you are charged to recover the full direct costs of the search for and review of the requested documents, as well as the duplication of those documents. The cost breakdown is itemized as follows:

Fees for search

Number of employees: 1	
GS-13/14 (\$36/hour x 260 hours)	\$9360
Total search fees:	\$9360

Fees for review

Number of employees: 1	
GS-15 (\$36/hour x 100 hours)	\$9360
Total review fees:	\$9360

Fees for duplication

Total number of pages: 20,000	
Total duplication fees (20,000 pages x \$0.15/page):	\$3000

<u>TOTAL FEES:</u>	\$21720
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Mr. Daniel J. Stotter, Esq.
May 2, 2014
Page 2

If you are still interested in the requested materials, please submit a check for \$21720 payable to the U.S. Treasury to this office within thirty (30) calendar days from the date of this letter.

Your materials will be mailed to you via the United States Postal Service after receipt of your payment and after the materials have been obtained. Please be advised that, if you fail to respond within thirty days of this letter, we will assume you are no longer interested in pursuing your request and it will be closed. Alternatively, you may also modify or narrow your request.

If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,



Andrew T. Krog
FOIA and Privacy Act Officer

From: [Joseph V. Lusby](#)
To: [Andrew Krog](#)
Cc: [Patricia Hargrave](#); [Joan Davis](#)
Subject: RE: FOIA14-035
Date: Monday, November 24, 2014 11:41:49 AM

I'll put it in the mail today.

From: Andrew Krog
Sent: Monday, November 24, 2014 11:00 AM
To: Joseph V. Lusby
Cc: Patricia Hargrave; Joan Davis
Subject: FOIA14-035

This is ready to go; the signed follow-up letter is in the folder and just needs to be printed and mailed.

Thank you!

Drew

From: [Andrew Krog](#)
To: [Joseph V. Luby](#)
Cc: [Patricia Hargrave](#); [Joan Davis](#)
Subject: FOIA14-035
Date: Monday, November 24, 2014 10:59:00 AM

This is ready to go; the signed follow-up letter is in the folder and just needs to be printed and mailed.

Thank you!

Drew

From: [Joan Davis](#)
To: [Alisa Martine](#)
Cc: [Cherylynn Peters](#); [Patricia Hargrave](#); [Andrew Krog](#)
Subject: RE: FOIA14-035: Questions re Documents Submitted
Date: Friday, November 21, 2014 4:24:16 PM

Thanks Alisa. Have a good weekend!

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: Alisa Martine
Sent: Friday, November 21, 2014 1:09 PM
To: Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave; Andrew Krog; Alisa Martine
Subject: RE: FOIA14-035: Questions re Documents Submitted

Joan,

The spreadsheet completed and issued along with the FOIA files outlines the contract numbers; dates and broadcasters and type of service provided. Column C provides the dates of contracts. Galaico Services was effective 11/06 through closeout in 2013. The others are from 2008 –to the present and represent ALL contracts in the Office of Contracts possession in the Switzer Building. If you'd like me to remove the solicitations from your boxes for FOIA submission, I can do that. Again, all the boxes are labeled with their contents.

Thanks

A

From: Joan Davis
Sent: Friday, November 21, 2014 1:00 PM
To: Alisa Martine
Cc: Cherylynn Peters; Patricia Hargrave; Andrew Krog
Subject: RE: FOIA14-035: Questions re Documents Submitted

Hi Alisa,

Thank you for the information regarding the current contracts the agency has with Pakistani vendors. CON's assumption is incorrect. Below is the language of the request:

"All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request."

(b) (5)



(b) (5)

The list you have provided does not appear to include vendors from 2007. We will need a list of all Pakistani based media contracts or grants with BBG since 2007. That will help this office weed through the irrelevant documents and quickly find the responsive ones. Please let me know if you have any questions.

Thanks again,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel

Phone: (202) (b) (5)

Fax: (202) 203-4585

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From: Alisa Martine

Sent: Friday, November 21, 2014 7:28 AM

To: Joan Davis; Cherylynn Peters

Cc: Alisa Martine

Subject: RE: FOIA14-035: Questions re Documents Submitted

Joan,

(b) (5)

Thanks,

A

From: Joan Davis
Sent: Thursday, November 20, 2014 4:56 PM
To: Alisa Martine
Subject: FOIA14-035: Questions re Documents Submitted

Hi Alisa,

While reviewing the documents Contracts submitted in responsive to the above FOIA request, I noticed that some of the documents are not responsive to the request. In the two boxes that I have gone through, we have received the following non-responsive documents:

- Proposals provided by unsuccessful bidders for the contract.
- Several e-mail discussing submissions by the unsuccessful bidders, etc.
- Ethics statements submitted by the Technical Evaluation Panel (TEP) – these are marked “procurement sensitive”.
- E-mails discussing other matters unrelated to the contract for Pakistan, etc.

I need your help so that we can weed out unnecessary information. Please provide the names of all the companies in Pakistan that currently have a contract with the agency. In addition, if an item is marked “procurement sensitive” is this something we can release. Please call me if you have any questions,

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: [Alisa Martine](#)
To: [Joan Davis](#)
Cc: [Cherylynn Peters](#); [Patricia Hargrave](#); [Andrew Krog](#); [Alisa Martine](#)
Subject: RE: FOIA14-035: Questions re Documents Submitted
Date: Friday, November 21, 2014 1:09:28 PM
Attachments: [FOIA Request Files.xls](#)

Joan,

The spreadsheet completed and issued along with the FOIA files outlines the contract numbers; dates and broadcasters and type of service provided. Column C provides the dates of contracts. Galaico Services was effective 11/06 through closeout in 2013. The others are from 2008 –to the present and represent ALL contracts in the Office of Contracts possession in the Switzer Building. If you'd like me to remove the solicitations from your boxes for FOIA submission, I can do that. Again, all the boxes are labeled with their contents.

Thanks

A

From: Joan Davis
Sent: Friday, November 21, 2014 1:00 PM
To: Alisa Martine
Cc: Cherylynn Peters; Patricia Hargrave; Andrew Krog
Subject: RE: FOIA14-035: Questions re Documents Submitted

Hi Alisa,

Thank you for the information regarding the current contracts the agency has with Pakistani vendors. CON's assumption is incorrect. Below is the language of the request:

"All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request."

(b) (5)



The list you have provided does not appear to include vendors from 2007. We will need a list of all Pakistani based media contracts or grants with BBG since 2007. That will help this office weed through the irrelevant documents and quickly find the responsive ones. Please let me know if you have any questions.

Thanks again,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

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From: Alisa Martine

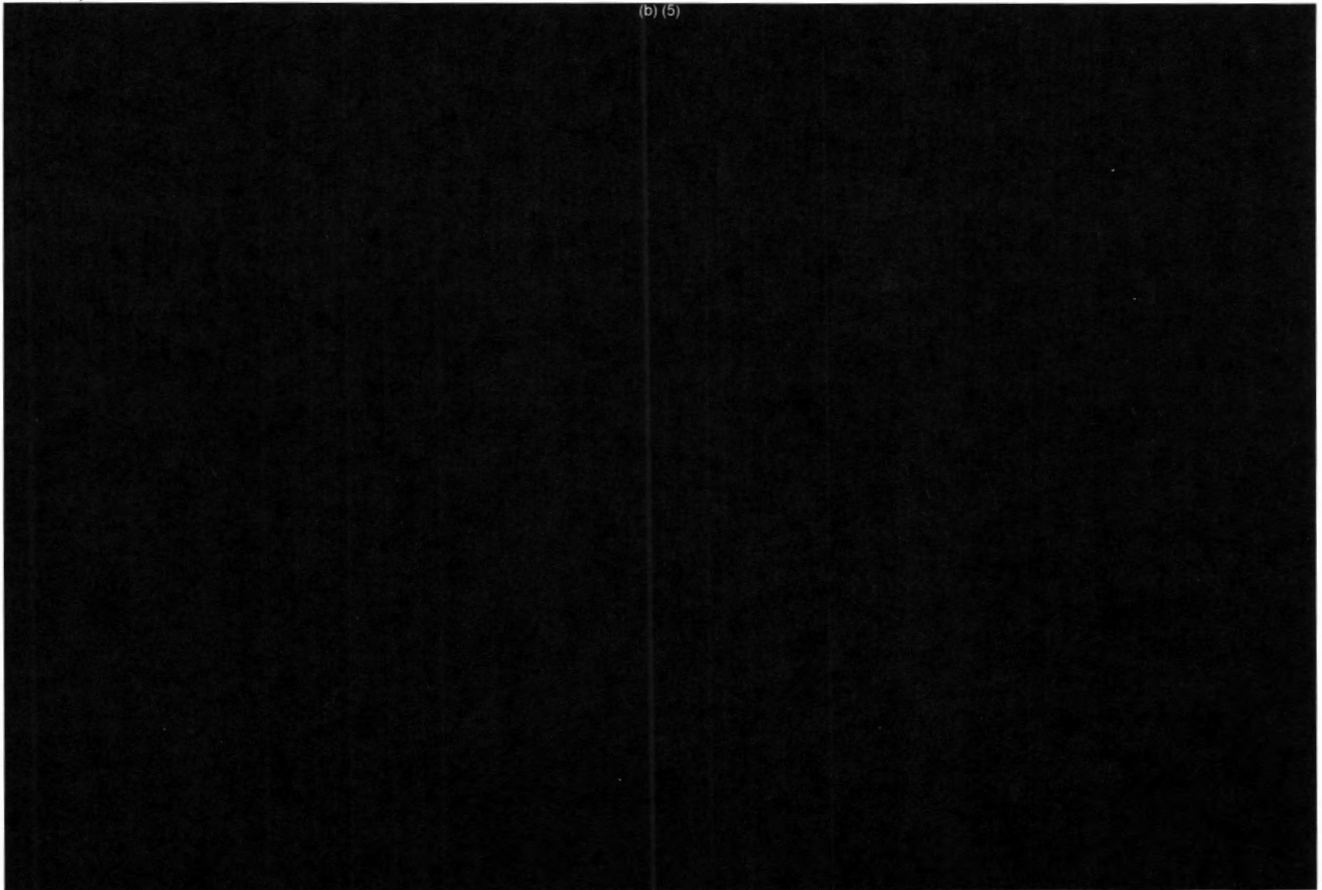
Sent: Friday, November 21, 2014 7:28 AM

To: Joan Davis; Cherylynn Peters

Cc: Alisa Martine

Subject: RE: FOIA14-035: Questions re Documents Submitted

Joan,



Thanks,

A

From: Joan Davis

Sent: Thursday, November 20, 2014 4:56 PM

To: Alisa Martine

Subject: FOIA14-035: Questions re Documents Submitted

Hi Alisa,

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- Proposals provided by unsuccessful bidders for the contract.
- Several e-mail discussing submissions by the unsuccessful bidders, etc.
- Ethics statements submitted by the Technical Evaluation Panel (TEP) – these are marked “procurement sensitive”.
- E-mails discussing other matters unrelated to the contract for Pakistan, etc.

I need your help so that we can weed out unnecessary information. Please provide the names of all the companies in Pakistan that currently have a contract with the agency. In addition, if an item is marked “procurement sensitive” is this something we can release. Please call me if you have any questions,

Thanks,

Joan

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From: [Joan Davis](#)
To: [Alisa Martine](#)
Cc: [Cherylynn Peters](#); [Patricia Hargrave](#); [Andrew Krog](#)
Subject: RE: FOIA14-035: Questions re Documents Submitted
Date: Friday, November 21, 2014 12:59:45 PM

Hi Alisa,

Thank you for the information regarding the current contracts the agency has with Pakistani vendors. CON's assumption is incorrect. Below is the language of the request:

"All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request."

(b) (5)



The list you have provided does not appear to include vendors from 2007. We will need a list of all Pakistani based media contracts or grants with BBG since 2007. That will help this office weed through the irrelevant documents and quickly find the responsive ones. Please let me know if you have any questions.

Thanks again,

Joan

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Broadcasting Board of Governors
Office of the General Counsel

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From: Alisa Martine
Sent: Friday, November 21, 2014 7:28 AM

To: Joan Davis; Cherylynn Peters
Cc: Alisa Martine
Subject: RE: FOIA14-035: Questions re Documents Submitted
Joan,

(b) (5)



Thanks,

A

From: Joan Davis
Sent: Thursday, November 20, 2014 4:56 PM
To: Alisa Martine
Subject: FOIA14-035: Questions re Documents Submitted

Hi Alisa,

While reviewing the documents Contracts submitted in responsive to the above FOIA request, I noticed that some of the documents are not responsive to the request. In the two boxes that I have gone through, we have received the following non-responsive documents:

- Proposals provided by unsuccessful bidders for the contract.
- Several e-mail discussing submissions by the unsuccessful bidders, etc.
- Ethics statements submitted by the Technical Evaluation Panel (TEP) – these are marked “procurement sensitive”.
- E-mails discussing other matters unrelated to the contract for Pakistan, etc.

I need your help so that we can weed out unnecessary information. Please provide the names of all the companies in Pakistan that currently have a contract with the agency. In addition, if an item is marked “procurement sensitive” is this something we can release. Please call me if you have any questions,

Thanks,

Joan

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Broadcasting Board of Governors

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documents for the request):

- All e-mail addresses - use exemption (ex) 6
- Private citizens' names, addresses, phone numbers and e-mail addresses - use ex 6
- Communications between attorney/client and client/attorney (including draft documents, etc.)
– use ex 5
- Contractor's pricing, banking, DUNS number info, etc. – use ex 4
- Signatures and initials – use ex 6 (NOTE: cover these items as best as possible)

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

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From: (b) (6)
To: [Joseph V. Lusby](#)
Cc: [Andrew Krog](#); [Patricia Hargrave](#)
Subject: FOIA14-035 Box 5 - Review completed of Batch 2
Date: Wednesday, October 29, 2014 1:56:55 PM

Vinnie,

Box #5 - batch 2 documents are ready for redacting. This batch had 602 pages and there are quite a number of duplicate documents. I made notations throughout the file on what needs to be redacted. The guidelines provided for batch 1 (465 pages) are also applicable here (see e-mail below). Here is additional information to keep in mind when redacting. The following is a list of attorneys who were working at the agency and were involved with the contract between VOA and Pakistan.

- Timi Kenealy
- Carol Booker
- Murphy Peterson
- Jan McNutt

E-mails to and from these individuals are covered under attorney/client privilege, etc. (exemption # 5). There are also financial documents (i.e., Momentum screen shots and banking institutions info), these are covered under exemption #4 because they contain sensitive banking information (account, routing numbers, etc.).

Thanks,
Joan

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From: Joan Davis
Sent: Friday, October 10, 2014 3:00 PM
To: [Joseph V. Lusby](#)
Cc: [Patricia Hargrave](#); [Andrew Krog](#)
Subject: FOIA14-035 Box 5 - Review completed of Batch 1

Vinnie,

I have completed reviewing box #5 – batch 1 online documents. There are also notations throughout the file. Please redact the following as you go through the documents (the same will apply to all documents for the request):

- All e-mail addresses - use exemption (ex) 6
- Private citizens' names, addresses, phone numbers and e-mail addresses - use ex 6
- Communications between attorney/client and client/attorney (including draft documents, etc.) – use ex 5
- Contractor's pricing, banking, DUNS number info, etc. – use ex 4
- Signatures and initials – use ex 6 (NOTE: cover these items as best as possible)

Thanks,

Joan

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From: Joseph V. Lusby
To: Joan Davis; Andrew Krog; Patricia Hargrave
Subject: FOIA14-035
Date: Wednesday, October 15, 2014 4:13:12 PM

Team,

I am excited to finally say all of FOIA14-35 has been scanned into the S: drive. The request came to a grand total page count of 8,983 pages.

Thanks,

Vinnie

From: [Joseph V. Lusby](#)
To: [Joan Davis](#)
Cc: [Andrew Krog](#); [Patricia Hargrave](#)
Subject: RE: FOIA14-035 Box 5 - Review completed of Batch 1
Date: Friday, October 10, 2014 3:02:20 PM

Thanks Joan.

I will turn my attention to redacting as soon as I finish the scanning. I have one more box to go.

Vinnie

From: Joan Davis
Sent: Friday, October 10, 2014 3:00 PM
To: Joseph V. Lusby
Cc: Patricia Hargrave; Andrew Krog
Subject: FOIA14-035 Box 5 - Review completed of Batch 1

Vinnie,

I have completed reviewing box #5 – batch 1 online documents. There are also notations throughout the file. Please redact the following as you go through the documents (the same will apply to all documents for the request):

- All e-mail addresses - use exemption (ex) 6
- Private citizens' names, addresses, phone numbers and e-mail addresses - use ex 6
- Communications between attorney/client and client/attorney (including draft documents, etc.) – use ex 5
- Contractor's pricing, banking, DUNS number info, etc. – use ex 4
- Signatures and initials – use ex 6 (NOTE: cover these items as best as possible)

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel

Phone: (202) [REDACTED]

Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Joseph V. Lusby](#)
Cc: [Patricia Hargrave](#); [Andrew Krog](#)
Subject: FOIA14-035 Box 5 - Review completed of Batch 1
Date: Friday, October 10, 2014 3:00:01 PM

Vinnie,

I have completed reviewing box #5 – batch 1 online documents. There are also notations throughout the file. Please redact the following as you go through the documents (the same will apply to all documents for the request):

- All e-mail addresses - use exemption (ex) 6
- Private citizens' names, addresses, phone numbers and e-mail addresses - use ex 6
- Communications between attorney/client and client/attorney (including draft documents, etc.) – use ex 5
- Contractor's pricing, banking, DUNS number info, etc. – use ex 4
- Signatures and initials – use ex 6 (NOTE: cover these items as best as possible)

Thanks,

Joan

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From: [Joan Davis](#)
To: [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FW: FOIA14-035 FINAL SEARCH TIME & PAGE COUNT INFO
Date: Thursday, October 2, 2014 12:23:12 PM
Attachments: [FOIA Request Files.xls](#)

Vinnie and Drew,

Please see Alisa's e-mail with the total hours Contracts spent searching and copying the documents for this request. Attached is a spreadsheet she has provided with the total pages and comments on the various documents. The spreadsheet is useful with helping us keep track of the documents we have received.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: Alisa Martine
Sent: Tuesday, September 30, 2014 7:53 AM
To: Joan Davis; Cherylynn Peters
Cc: Alisa Martine
Subject: FOIA 35

Joan,

Please see the attached spreadsheet to account for all files pulled for the above referenced FOIA request.

Total number of hours to collect/copy all files from the Office of Contracts was 95 hours.

Please let me know if you need anything else.

Thxs,

A

Alisa Martine

Contract Specialist

202 (b) (6)

From: Andrew Krog
To: Joan Davis; Joseph V. Lusby
Cc: Patricia Hargrave
Subject: RE: FOIA14-035 ALL RESPONSIVE DOCS REC'D on 9/23/14
Date: Monday, September 29, 2014 11:42:00 AM

Thank you, Joan!

From: Joan Davis
Sent: Monday, September 29, 2014 11:31 AM
To: Joseph V. Lusby; Andrew Krog
Cc: Patricia Hargrave
Subject: FOIA14-035 ALL RESPONSIVE DOCS REC'D on 9/23/14

Vinnie and Drew,

Please note that we now have all the responsive documents for the above FOIA request. As mentioned to Vinnie last week, Contracts delivered the last box (#5) with rest of the responsive documents. Per Alisa Martine's count, Contracts provided us with a total of **8,476** pages of documents.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FOIA14-035 ALL RESPONSIVE DOCS REC"D on 9/23/14
Date: Monday, September 29, 2014 11:30:39 AM

Vinnie and Drew,

Please note that we now have all the responsive documents for the above FOIA request. As mentioned to Vinnie last week, Contracts delivered the last box (#5) with rest of the responsive documents. Per Alisa Martine's count, Contracts provided us with a total of **8,476** pages of documents.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Alisa Martine](#)
Cc: [Andrew Krog](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035 Responsive Documents (delivery)
Date: Friday, August 1, 2014 7:31:35 PM

Hi Alisa,

I will be out on leave starting Monday, August 4, 2014. Please contact Andrew Krog and Vinnie Lusby re delivering the rest of the responsive documents for the above FOIA.

Thanks and have a great weekend!

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
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From: [Joan Davis](#)
To: [Armanda Matthews](#); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FOIA14-035 Contracts (Pakistan) - RESPONSIVE DOCS. (Box #1)
Date: Wednesday, July 23, 2014 4:40:25 PM

Hi Everyone,

Today I received from Contracts, the first box (1,758 pages) containing the responsive documents to the above FOIA request. Per my conversation with Alisa, she will deliver box #2 to Room 3349 tomorrow and leave it outside my door (depending on the time of delivery). After the delivery of box #2, we should be getting approximately four (4) more boxes. Alisa said she would let me know in advance when she will be dropping off the others.

Please let me know if you have any questions.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

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Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Alisa Martine](#)
Cc: [Andrew Krog](#); [Cherylynn Peters](#); [Patricia Hargrave](#); [Armanda Matthews](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 request
Date: Wednesday, July 23, 2014 12:59:09 PM

Hi Alisa,

I'm back in the office today. Please drop-off documents to OGC Room 3349.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel

Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:35 AM
To: Andrew Krog; Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave
Subject: RE: FOIA-35 request

Drew,

Sure thing...thanks for responding. I'll loop back with everyone tomorrow.

A

From: Andrew Krog
Sent: Tuesday, July 22, 2014 11:29 AM
To: Alisa Martine; Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave
Subject: RE: FOIA-35 request

Alisa,

Joan and Susan are both out today, so if you could please check back in tomorrow around noon we can coordinate delivery of the documents.

Thank you for your hard work, and please let me know if there's anything we can do to assist.

Best Regards,

Drew

From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:09 AM
To: Joan Davis; General Counsel
Cc: Cherylynn Peters; Alisa Martine
Subject: FOIA-35 request

Good Morning!

We have two (2) boxes to drop off to the OGC office suite in response to the FOIA-35 request. We expect to have another two (2) boxes early next week and the remaining two (2) boxes the week after next. CON intends to deliver all documents to OGC by

Friday, August 8th.

I wanted to make sure you were aware these files would be coming and where/when you'd like to drop these off. Please be advised, that CON has copied the entire content of the contract files and have not redacted any information.

Please feel free to contact me with any questions or to discuss further.

Thanks,

Alisa

Alisa Martine

Contract Specialist

202 (b) (6)

From: [Armanda Matthews](#)
To: [Joseph V. Lusby](#); [Joan Davis](#); [Andrew Krog](#); [Patricia Hargrave](#)
Subject: RE: New FOIA14-040-- FOIA Payment FOIA14-035
Date: Thursday, June 19, 2014 11:36:48 AM

Vinnie,

Don't forget to draft an acknowledgement letter for FOIA14-040.

Armanda

From: Joseph V. Lusby
Sent: Monday, June 16, 2014 3:48 PM
To: Armanda Matthews; Joan Davis; Andrew Krog; Patricia Hargrave
Subject: New FOIA14-040-- FOIA Payment FOIA14-035

Team,

We have received a New FOIA, FOIA14-040.

We also received payment in FOIA14-035.

Thanks,

Vinnie

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: RE: FOIA14-038 (CLOSED)
Date: Wednesday, June 18, 2014 1:25:29 PM

CORRECTION

The FOIA request is FOIA14-038 not FOIA14-035.

Closing letter sent to requester FOIA14-038 on 6/17/14. FOIA request is now closed.

Armanda

From: Armanda Matthews
Sent: Wednesday, June 18, 2014 8:11 AM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035 (CLOSED)

FOIA Team,

Closing letter sent to requester FOIA14-035 on 6/17/14. FOIA request is now closed.

Armanda

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035 (CLOSED)
Date: Wednesday, June 18, 2014 8:10:45 AM

FOIA Team,

Closing letter sent to requester FOIA14-035 on 6/17/14. FOIA request is now closed.

Armanda

From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Marie Lennon](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 1:33:38 PM

Joan,

I am suggesting you ask for an extension until November 2014. My team cannot get these files reviewed and copied while trying to process IQs during the 4th quarter.

Perhaps, over-time or comp-time can be requested. I will check into that.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Tuesday, June 17, 2014 1:26 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

Unfortunately, FOIA payments do not belong to the agency. When an agency receives a payment for a FOIA request, the check is made payable to the Treasury of the United States and not to the agency in question. Therefore, using this payment (\$18,200) to hire someone to help with the search is not feasible.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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-----Original Message-----

From: Cherylynn Peters

Sent: Tuesday, June 17, 2014 9:06 AM

To: (b) (6)

Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon

Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.

Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

This has placed me and my staff in an awkward position. I think we should take the \$18,000 and use those funds and hire two contractors at the GS-13 level to do this work.

This has come at a very busy time for the office of CON and we are already short staffed. Taking away two additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: (b) (6)

Sent: Monday, June 16, 2014 4:55 PM

To: Cherylynn Peters

Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby

Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel

Phone: (202) (b) (6)
Fax: (202) 203-4585

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-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Thanks Cherylynn, for re-confirming the search info.

Joan

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From: Cherylynn Peters
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Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Joan Davis](#)
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Marie Lennon](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 1:25:57 PM

Hi Cherylynn,

Unfortunately, FOIA payments do not belong to the agency. When an agency receives a payment for a FOIA request, the check is made payable to the Treasury of the United States and not to the agency in question. Therefore, using this payment (\$18,200) to hire someone to help with the search is not feasible.

Thanks,

Joan

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From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 9:06 AM
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.
Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

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This has come at a very busy time for the office of CON and we are already short staffed. Taking away two

additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Joan Davis](#)
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 12:52:58 PM

Cherylynn,

Per your estimate, this search will generate 20,000 pages. I have to review all these documents and flag what need to be redacted and then we have to do the redacting. Therefore, in the spirit of teamwork, I would counter your suggestion with your office providing our office with documents as you go through each box or file. You can do so by providing the documents in batches if that make it easier to track. This will enable the agency to provide partial releases to the requester.

Thanks,

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 7:43 AM
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

We will not have these documents ready until September 20, 2014. I prefer to give them to you all at once.

Thx,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA 14-035 - Scanned image from MX-M503N

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Armanda Matthews
To: Marie Lennon; Cherylynn Peters; (b) (6)
Cc: Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 9:31:33 AM
Attachments: FOIA14-035 Request Letter (04152014).PDF

Marie,

Attached is the original request.

Armanda

-----Original Message-----

From: Marie Lennon
Sent: Tuesday, June 17, 2014 9:18 AM
To: Cherylynn Peters; (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

May I get more details, please, on the FOIA request? Thanks.

-----Original Message-----

From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 9:06 AM
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.
Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

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This has come at a very busy time for the office of CON and we are already short staffed. Taking away two additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM

To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA 14-035 - FOIA PAYMENT RECEIVED

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Cc: Armanda Matthews
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Thanks

Cherylynn

From: Marie Lennon
To: Cherylynn Peters; (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 9:17:41 AM

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To: (b) (6)
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In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Thanks Cherylynn, for re-confirming the search info.

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 2:10 PM
To: Joan Davis
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 1:56 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis

Sent: Monday, April 28, 2014 11:49 AM

To: Cherylynn Peters

Cc: Patricia Hargrave; Armanda Matthews

Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

JOAN C. DAVIS

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-----Original Message-----

From: Cherylynn Peters

Sent: Monday, April 28, 2014 9:40 AM

To: Joan Davis

Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: (b) (6)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Marie Lennon](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 9:06:17 AM

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this research is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.
Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

This has placed me and my staff in an awkward position. I think we should take the \$18,000 and use those funds and hire two contractors at the GS-13 level to do this work.

This has come at a very busy time for the office of CON and we are already short staffed. Taking away two additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

Thanks,

Joan

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Thanks Cherylynn, for re-confirming the search info.

Joan

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Subject: RE: FOIA 14-035 - Scanned image from MX-M503N

Joan,

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Thanks,

Cheryl

-----Original Message-----

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Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

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To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA 14-035 - Scanned image from MX-M503N

Hi Cherylynn,

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Cherylynn Peters
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 7:43:17 AM

Joan (All):

We will not have these documents ready until September 20, 2014. I prefer to give them to you all at once.

Thx,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA 14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: (b) (6)
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Monday, June 16, 2014 4:54:37 PM

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

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Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

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-----Original Message-----

From: Cherylynn Peters

Sent: Monday, April 28, 2014 9:40 AM

To: Joan Davis

Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Joseph V. Lusby](#)
To: [Armanda Matthews](#); [Joan Davis](#); [Andrew Krog](#); [Patricia Hargrave](#)
Subject: New FOIA14-040-- FOIA Payment FOIA14-035
Date: Monday, June 16, 2014 3:47:42 PM

Team,

We have received a New FOIA, FOIA14-040.

We also received payment in FOIA14-035.

Thanks,

Vinnie

From: Andrew Krog
To: Joan Davis; Armanda Matthews; Joseph V. Lusby
Cc: Patricia Hargrave
Subject: RE: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Wednesday, May 28, 2014 2:13:00 PM

The requester called yesterday to ask about the fee letter and I followed up with him today. It appears we made a couple of errors in calculating the total fees, so I sent him an updated fee letter today. Even though the total estimate has dropped to \$18,200, it sounds like he is willing to submit a check to get the request moving forward.

A copy of the updated fee letter is in the folder.

Respectfully,

Drew

From: (b) (6)
Sent: Tuesday, May 27, 2014 12:39 PM
To: Armanda Matthews; Joseph V. Lusby; Andrew Krog
Cc: Patricia Hargrave
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
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Phone: (202) (b) (6)
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From: Armanda Matthews
Sent: Friday, May 02, 2014 1:21 PM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: [Armanda Matthews](#)
To: (b) (6); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: RE: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Tuesday, May 27, 2014 12:48:55 PM

I have not heard anything.

Armanda

From: (b) (6)
Sent: Tuesday, May 27, 2014 12:39 PM
To: Armanda Matthews; Joseph V. Lusby; Andrew Krog
Cc: Patricia Hargrave
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

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From: Armanda Matthews
Sent: Friday, May 02, 2014 1:21 PM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: (b) (6)
To: [Armanda Matthews](#); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Tuesday, May 27, 2014 12:39:11 PM

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

Joan

JOAN C. DAVIS

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Sent: Friday, May 02, 2014 1:21 PM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035
Date: Friday, May 2, 2014 1:20:58 PM

FOIA Team,
Fee assessment letter sent to requester FOIA14-035 on 5/2/14.
Armanda

From: [Patricia Hargrave](#)
To: [Armanda Matthews](#); [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035
Date: Friday, May 2, 2014 12:40:16 PM

It is signed and saved in the file.

From: Armanda Matthews
Sent: Tuesday, April 29, 2014 9:35 AM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

I have drafted a fee letter for request FOIA14-035.

Armanda

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035
Date: Tuesday, April 29, 2014 9:34:50 AM

FOIA Team,
I have drafted a fee letter for request FOIA14-035.
Armanda

From: [Joan Davis](#)
To: [Amanda Matthews](#)
Cc: [Patricia Hargrave](#); [Andrew Krog](#)
Subject: FOIA14-035 - Scanned image from MX-M503N (SEARCH TIME)
Date: Monday, April 28, 2014 11:51:45 AM
Attachments: (b) (6) 20140428_090647.pdf

Please see attached search time for the above FOIA request.

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Doug Boynton](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Cherylynn Peters](#); [Adam Gartner](#); [Neal Lavon](#); [Bruce Sherman](#)
Subject: RE: FOIA14-035 OSD/Pakistan
Date: Thursday, April 24, 2014 12:01:56 PM

Hi, Joan.

Copies of the documents requested would come from the Office of Contracts, since all of the agreements are in excess of Adam Gartner's warrant to sign. Therefore, I'd suggest that office is the appropriate place to forward the FOIA demand. Copying Cheryl Peters at M/CON, as well as Adam Gartner, Neal Lavon, and Bruce Sherman from OSD.

I [REDACTED] as to the requestor. I'm on the road today, reachable at

[REDACTED] (b) (6)

Thanks!

- Doug.

--

Doug Boynton
Director of Marketing
Office of Strategy and Development (OSD)
International Broadcasting Bureau
330 Independence Ave., SW
Suite 3666
Washington, DC 20237 USA

[REDACTED] (b) (6)

<http://www.bbg.gov/business/become-an-affiliate/> Web

From: Joan Davis
Sent: Wednesday, April 23, 2014 5:06 PM
To: Doug Boynton
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: FOIA14-035 OSD/Pakistan

Hi Doug,

OGC is in receipt of a FOIA request for documents from the agency. The Office of Contracts and VOA have already received a copy of this request. Barbara Brady through Beverly Covington suggested that I send this to your office. The FOIA requester is asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

Attached is a copy of the requester's letter with additional information about the request. Please let us know the estimated search time before performing any search for the responsive document(s).

We would like to receive all responsive documents by **Wednesday, April 30, 2014**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to Armanda Matthews [REDACTED] (b) (6) and copy (cc) Joan Davis [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS ___ - X__ hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the Document Request Form, please indicate GS__ grade, the searched records (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202) (b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: Cherylynn Peters
To: Joan Davis
Cc: Armanda Matthews; Joseph V. Lusby; Patricia Hargrave; Andrew Krog; James McQuirk
Subject: RE: FOIA14-035 Contracts/Pakistan
Date: Thursday, April 24, 2014 10:25:55 AM

Joan (all),

We will need at least **three (3) months** to pull this information together, especially if you want everything in the files.

As you may or may not be aware, most of the staff that worked on the Pakistan contracts are no longer with the agency.

The COs that are currently working on Pakistan contracts will have to research this information, which will take longer than Monday, April 30.

Records for everything since 2007 may already be destroyed since the FAR PART 4.805 allows us to only keep records for a period of 6 years and 3 months.

FAR PART 4.805, if the contract exceeded SAP, RETENTION PERIOD IS **6 years/3 months**.

If the contract is under SAP, we can close files and destroy them after **3 years after final payment**.

Unless the lawyer has specific contract numbers that they wish to see, most of the FY 2007, 2008, 2009, 2010, and maybe some of 2011 may already be destroyed.

I will have someone to work on this immediately, but one or two weeks will not be sufficient time for us to gather the data.

Thanks kindly,

Cherylynn

From: Joan Davis
Sent: Wednesday, April 23, 2014 4:59 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Joseph V. Lusby; Patricia Hargrave; Andrew Krog
Subject: FOIA14-035 Contracts/Pakistan
Importance: High

Hi Cherylynn,

OGC is in receipt of a FOIA request for documents from the agency. I sent this request first to VOA and Barbara through Beverly Covington suggested that I send this to your office. The FOIA requester is asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

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(b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

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From: [Joan Davis](#)
To: [Doug Boynton](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: FOIA14-035 OSD/Pakistan
Date: Wednesday, April 23, 2014 5:06:30 PM
Attachments: [FOIA14-035 Request Letter \(04152014\).PDF](#)
[FOIA14-035 Stotter GC Request \(OSD\) 04232014.doc](#)
Importance: High

Hi Doug,

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“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

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From: Joan Davis
To: Cherylynn Peters
Cc: Armanda Matthews; Joseph V. Lusby; Patricia Hargrave; Andrew Krog
Subject: FOIA14-035 Contracts/Pakistan
Date: Wednesday, April 23, 2014 4:58:58 PM
Attachments: FOIA14-035 Request Letter (04152014).PDF
FOIA14-035 Stotter GC Request (MCON) 04232014.doc
Importance: High

Hi Cherylynn,

OGC is in receipt of a FOIA request for documents from the agency. I sent this request first to VOA and Barbara through Beverly Covington suggested that I send this to your office. The FOIA requester is asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

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From: [Armanda Matthews](#)
To: [Andrew Krog](#)
Cc: [Patricia Hargrave](#); [Joan Davis](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035
Date: Friday, April 18, 2014 1:15:55 PM
Attachments: [FOIA14-035 Acknowledgement ltr \(04152014\)\(esigned\).pdf](#)

I am unable to find the acknowledgement letter for FOIA14-035. The letter in the folder is for FOIA14-033.

Armanda

From: Andrew Krog
Sent: Tuesday, April 15, 2014 5:00 PM
To: Armanda Matthews
Cc: Patricia Hargrave; Joan Davis; Joseph V. Lusby
Subject: FOIA14-035

Acknowledgement letter sent today.

Respectfully,

Drew

From: [Joan Davis](#)
To: [Beverly Covington](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: FOIA14-035 VOA/Pakistan
Date: Thursday, April 17, 2014 5:40:52 PM
Attachments: [FOIA14-035 Request Letter \(04152014\).PDF](#)
[FOIA14-035 Stotter GC Request \(VOA\) 04172014.doc](#)
Importance: High

Hi Beverly,

OGC is in receipt of a FOIA request for documents from VOA. The FOIA requester is asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

Attached is a copy of the requester's letter with additional information about the request. Please let us know the estimated search time before performing any search for the responsive document(s). We would like to receive all responsive documents by **Friday, April 25, 2014**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to Armanda Matthews (b) (6) and copy (cc) Joan Davis (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS ___ - X__ hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the Document Request Form, please indicate GS__ grade, the searched records (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202)

(b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

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From: Andrew Krog
To: Armanda Matthews (b) (6)
Cc: Patricia Hargrave; Joan Davis; Joseph V. Lusby
Subject: FOIA14-035
Date: Tuesday, April 15, 2014 5:00:00 PM

Acknowledgement letter sent today.

Respectfully,

Drew

From: [Joseph V. Lusby](#)
To: [Andrew Krog](#); [Armanda Matthews](#); [Patricia Hargrave](#); [Joan Davis](#)
Subject: New FOIA Request
Date: Tuesday, April 15, 2014 1:41:53 PM
Attachments: [FOIA14-035 Request Letter \(04152014\).PDF](#)

Team,

We have received a new FOIA request today, FOIA14-035. I have attached the request letter.

Thanks,

Vinnie

From: [Patricia Hargrave](#)
To: [Joan Davis](#)
Subject: Automatic reply: FOIA14-035 request
Date: Wednesday, July 23, 2014 12:59:11 PM

I will be out of the office from July 21-25, 2014. If you require immediate assistance, please call 202-203-4550.

From: Joan Davis
To: [Armanda Matthews](#)
Cc: [Patricia Hargrave](#) (b) (6) [Andrew Krog](#)
Subject: FOIA14-035 - Scanned image from MX-M503N (SEARCH TIME)
Date: Monday, April 28, 2014 11:51:00 AM
Attachments: (b) (6) 20140428_090647.pdf

Please see attached search time for the above FOIA request.

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Joan Davis
To: [Cherylynn Peters](#)
Cc: [Patricia Hargrave](#) (b) (6) [Armanda Matthews](#)
Subject: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 11:49:00 AM

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035 (CLOSED)
Date: Wednesday, June 18, 2014 8:10:46 AM

FOIA Team,

Closing letter sent to requester FOIA14-035 on 6/17/14. FOIA request is now closed.

Armanda

From: Joan Davis
To: [Armanda Matthews](#); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FOIA14-035 Contracts (Pakistan) - RESPONSIVE DOCs. (Box #1)
Date: Wednesday, July 23, 2014 4:40:00 PM

Hi Everyone,

Today I received from Contracts, the first box (1,758 pages) containing the responsive documents to the above FOIA request. Per my conversation with Alisa, she will deliver box #2 to Room 3349 tomorrow and leave it outside my door (depending on the time of delivery). After the delivery of box #2, we should be getting approximately four (4) more boxes. Alisa said she would let me know in advance when she will be dropping off the others.

Please let me know if you have any questions.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
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From: Joan Davis
To: Cherylynn Peters
Cc: Armanda Matthews; Joseph V. Lusby; Patricia Hargrave (b) (6) Andrew Krog
Subject: FOIA14-035 Contracts/Pakistan
Date: Wednesday, April 23, 2014 4:58:00 PM
Attachments: FOIA14-035 Request Letter (04152014).PDF
FOIA14-035 Stotter GC Request (MCON) 04232014.doc
Importance: High

Hi Cherylynn,

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Attached is a copy of the requester's letter with additional information about the request. Please let us know the estimated search time before performing any search for the responsive document(s). We would like to receive all responsive documents by **Wednesday, April 30, 2014**.

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If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202) (b) (6)

Thank you in advance for your cooperation.

Joan

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From: Joan Davis
To: Doug Boynton
Cc: [Armanda Matthews](#); [Patricia Hargrave](#) (b) (6) [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: FOIA14-035 OSD/Pakistan
Date: Wednesday, April 23, 2014 5:06:00 PM
Attachments: [FOIA14-035 Request Letter \(04152014\).PDF](#)
[FOIA14-035 Stotter GC Request \(OSD\) 04232014.doc](#)
Importance: High

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Office of the General Counsel

Phone: (202) (b) (5)

Fax: (202) 203-4585

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From: Joan Davis
To: [Alisa Martine](#)
Cc: [Andrew Krog](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035 Responsive Documents (delivery)
Date: Friday, August 1, 2014 7:31:00 PM

Hi Alisa,

I will be out on leave starting Monday, August 4, 2014. Please contact Andrew Krog and Vinnie Lusby re delivering the rest of the responsive documents for the above FOIA.

Thanks and have a great weekend!

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

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Subject: FOIA14-035 VOA/Pakistan
Date: Thursday, April 17, 2014 5:40:00 PM
Attachments: [FOIA14-035 Request Letter \(04152014\).PDF](#)
[FOIA14-035 Stotter GC Request \(VOA\) 04172014.doc](#)
Importance: High

Hi Beverly,

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GS ___ - X ___ hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the Document Request Form, please indicate GS__ grade, the searched records (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202) (b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035
Date: Tuesday, April 29, 2014 9:34:50 AM

FOIA Team,

I have drafted a fee letter for request FOIA14-035.

Armanda

From: [Andrew Krog](#)
To: [Armanda Matthews](#)
Cc: [Patricia Hargrave](#); [Joan Davis](#); [Joseph V. Lusby](#)
Subject: FOIA14-035
Date: Tuesday, April 15, 2014 5:00:20 PM

Acknowledgement letter sent today.

Respectfully,

Drew

From: [Armanda Matthews](#)
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035
Date: Friday, May 2, 2014 1:20:59 PM

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: [Alisa Martine](#)
To: [Joan Davis](#); [General Counsel](#)
Cc: [Cherylynn Peters](#); [Alisa Martine](#)
Subject: FOIA-35 request
Date: Tuesday, July 22, 2014 11:08:55 AM
Attachments: [image001.jpg](#)

Good Morning!

We have two (2) boxes to drop off to the OGC office suite in response to the FOIA-35 request. We expect to have another two (2) boxes early next week and the remaining two (2) boxes the week after next. CON intends to deliver all documents to OGC by Friday, August 8th.

I wanted to make sure you were aware these files would be coming and where/when you'd like to drop these off. Please be advised, that CON has copied the entire content of the contract files and have not redacted any information.


Please feel free to contact me with any questions or to discuss further.

Thanks,

Alisa

Alisa Martine

Contract Specialist

202- (b) (6)

From: (b) (6)
To: [Armanda Matthews](#); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Tuesday, May 27, 2014 12:39:00 PM

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
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From: Armanda Matthews
Sent: Friday, May 02, 2014 1:21 PM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: Joan Davis
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Marie Lennon](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 1:25:00 PM

Hi Cherylynn,

Unfortunately, FOIA payments do not belong to the agency. When an agency receives a payment for a FOIA request, the check is made payable to the Treasury of the United States and not to the agency in question. Therefore, using this payment (\$18,200) to hire someone to help with the search is not feasible.

Thanks,

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 9:06 AM
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.
Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

This has placed me and my staff in an awkward position. I think we should take the \$18,000 and use those funds and hire two contractors at the GS-13 level to do this work.

This has come at a very busy time for the office of CON and we are already short staffed. Taking away two

additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: [REDACTED] (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA 14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

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-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA 14-035 - Scanned image from MX-M503N

Thanks Cherylynn, for re-confirming the search info.

Joan

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From: Cherylynn Peters
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To: Joan Davis
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

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Sent: Monday, April 28, 2014 1:56 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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-----Original Message-----

From: Patricia Hargrave

Sent: Monday, April 28, 2014 1:08 PM

To: Cherylynn Peters; Joan Davis

Cc: Armanda Matthews

Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters

Sent: Monday, April 28, 2014 1:06 PM

To: Joan Davis

Cc: Patricia Hargrave; Armanda Matthews

Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis

Sent: Monday, April 28, 2014 11:49 AM

To: Cherylynn Peters

Cc: Patricia Hargrave; Armanda Matthews

Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Joan Davis
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 12:52:00 PM

Cherylynn,

Per your estimate, this search will generate 20,000 pages. I have to review all these documents and flag what need to be redacted and then we have to do the redacting. Therefore, in the spirit of teamwork, I would counter your suggestion with your office providing our office with documents as you go through each box or file. You can do so by providing the documents in batches if that make it easier to track. This will enable the agency to provide partial releases to the requester.

Thanks,

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 7:43 AM
To: (b) (6)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

We will not have these documents ready until September 20, 2014. I prefer to give them to you all at once.

Thx,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

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From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Thanks Cherylynn, for re-confirming the search info.

Joan

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Sent: Monday, April 28, 2014 2:10 PM
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Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

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From: Joan Davis
Sent: Monday, April 28, 2014 1:56 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Marie Lennon
To: Cherylynn Peters; (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 9:17:40 AM

May I get more details, please, on the FOIA request? Thanks.

-----Original Message-----

From: Cherylynn Peters
Sent: Tuesday, June 17, 2014 9:06 AM
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.
Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

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This has come at a very busy time for the office of CON and we are already short staffed. Taking away two additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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Thanks Cherylynn, for re-confirming the search info.

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Cheryl

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From: Joan Davis
Sent: Monday, April 28, 2014 1:56 PM
To: Cheryl Lynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cheryl Lynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

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From: Patricia Hargrave
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Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 9:06:17 AM

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Cc: Armanda Matthews; Patricia Hargrave
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To: Joan Davis
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 1:56 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Cherylynn Peters
To: (b) (6)
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 7:43:19 AM

Joan (All):

We will not have these documents ready until September 20, 2014. I prefer to give them to you all at once.

Thx,

Cherylynn

-----Original Message-----

From: (b) (6)
Sent: Monday, June 16, 2014 4:55 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

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-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters

Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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From: Cherylynn Peters
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To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: (b) (6)
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Monday, June 16, 2014 4:54:00 PM

Hi Cherylynn,

This is a follow-up to the above FOIA request. We are in receipt of the requester's check for \$18,200 to cover the expense of this request. Please have your staff begin the search for the responsive documents.

In your e-mail dated 4/28/14, you estimated that it would take the agency 3 months to do the search. Let me know if you want to discuss how and when your office would provide the responsive documents. That is, your office could consider doing periodic releases of documents as you find them or provide everything to us once only. Let me know.

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Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Cc: Armanda Matthews; Patricia Hargrave
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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

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-----Original Message-----

From: Cherylynn Peters

Sent: Monday, April 28, 2014 9:40 AM

To: Joan Davis

Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Marie Lennon](#)
Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED
Date: Tuesday, June 17, 2014 1:33:37 PM

Joan,

I am suggesting you ask for an extension until November 2014. My team cannot get these files reviewed and copied while trying to process IQs during the 4th quarter.

Perhaps, over-time or comp-time can be requested. I will check into that.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Tuesday, June 17, 2014 1:26 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon
Subject: RE: FOIA 14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

Unfortunately, FOIA payments do not belong to the agency. When an agency receives a payment for a FOIA request, the check is made payable to the Treasury of the United States and not to the agency in question. Therefore, using this payment (\$18,200) to hire someone to help with the search is not feasible.

Thanks,

Joan

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-----Original Message-----

From: Cherylynn Peters

Sent: Tuesday, June 17, 2014 9:06 AM

To: [REDACTED] (b) (6)

Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby; Marie Lennon

Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Joan (All):

Since I assigned this to two GS-13 and myself, that means we cannot work on anything else in the agency until this researched is resolved.

Perhaps we could use the check that came into the agency to hire two Contractors at the GS-13 level to pull this information together.

Otherwise, I am going to be short staffed by two GS-13s for three months. Pulling information for ten years is a long time, prior to my arrival at this agency.

This has placed me and my staff in an awkward position. I think we should take the \$18,000 and use those funds and hire two contractors at the GS-13 level to do this work.

This has come at a very busy time for the office of CON and we are already short staffed. Taking away two additional staffers to work on this FOIA is going to hurt because I am already short by four FTEs.

Thanks,

Cherylynn

-----Original Message-----

From: [REDACTED] (b) (6)

Sent: Monday, June 16, 2014 4:55 PM

To: Cherylynn Peters

Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby

Subject: RE: FOIA14-035 - FOIA PAYMENT RECEIVED

Hi Cherylynn,

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From: Joan Davis
Sent: Monday, April 28, 2014 2:33 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Thanks Cherylynn, for re-confirming the search info.

Joan

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From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

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From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

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I would have to see how long that would take to place the order.

Let me know.

Thanks,

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-----Original Message-----

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To: Cherylynn Peters
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Hi Cherylynn,

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To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Patricia Hargrave](#)
To: [Joan Davis](#); [Cherylynn Peters](#)
Cc: [Armanda Matthews](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Friday, May 2, 2014 12:23:30 PM

Hi Cherylynn,

I just signed the fee letter since Drew is out, and it is expensive. This requester is a FOIA lawyer who will probably challenge this. I would recommend you keep the information relied upon to determine the time because the agency will have to be prepared to answer questions about the search and review time and the number of copies. Thanks for your work on this.

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Sent: Monday, April 28, 2014 2:33 PM
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estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters

Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: [Patricia Hargrave](#); [Joan Davis](#)
Cc: [Armanda Matthews](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 2:22:28 PM

Thanks Patricia.

Cherylynn

-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 2:10:25 PM

Joan,

My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

Thanks,

Cheryl

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 1:56 PM
To: Cherylynn Peters
Cc: Armanda Matthews; Patricia Hargrave
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

Thanks,

Joan

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews

Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis

Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: Joan Davis
To: [Cherylynn Peters](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 1:55:00 PM

Hi Cherylynn,

I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

Thanks,

Joan

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-----Original Message-----

From: Patricia Hargrave
Sent: Monday, April 28, 2014 1:08 PM
To: Cherylynn Peters; Joan Davis
Cc: Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

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Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Patricia Hargrave](#)
To: [Cherylynn Peters](#); [Joan Davis](#)
Cc: [Armanda Matthews](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 1:08:12 PM

We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 1:06 PM
To: Joan Davis
Cc: Patricia Hargrave; Armanda Matthews
Subject: RE: FOIA14-035 - Scanned image from MX-M503N

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

Joan

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erroneously received message from any devices/media where the message is stored.

-----Original Message-----

From: Cherylynn Peters

Sent: Monday, April 28, 2014 9:40 AM

To: Joan Davis

Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Patricia Hargrave](#); [Armanda Matthews](#)
Subject: RE: FOIA14-035 - Scanned image from MX-M503N
Date: Monday, April 28, 2014 1:05:34 PM

Joan,

Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

I would have to see how long that would take to place the order.

Let me know.

Thanks,

Cherylynn

-----Original Message-----

From: Joan Davis
Sent: Monday, April 28, 2014 11:49 AM
To: Cherylynn Peters
Cc: Patricia Hargrave; Armanda Matthews
Subject: FOIA14-035 - Scanned image from MX-M503N

Hi Cherylynn,

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-----Original Message-----

From: Cherylynn Peters
Sent: Monday, April 28, 2014 9:40 AM
To: Joan Davis
Subject: FW: Scanned image from MX-M503N

Joan,

See attachment.

Let me know if you need anything else.

Thanks

Cherylynn

From: [Cherylynn Peters](#)
To: [Patricia Hargrave](#)
Cc: [Joan Davis](#); [Armanda Matthews](#)
Subject: Re: FOIA14-035 - Scanned image from MX-M503N
Date: Friday, May 2, 2014 12:27:32 PM

Thanks Patricia.

Sent from my iPhone

> On May 2, 2014, at 12:23 PM, "Patricia Hargrave" <[REDACTED] (b) (6)> wrote:

>

> Hi Cherylynn,

>

> I just signed the fee letter since Drew is out, and it is expensive. This requester is a FOIA lawyer who will probably challenge this. I would recommend you keep the information relied upon to determine the time because the agency will have to be prepared to answer questions about the search and review time and the number of copies. Thanks for your work on this.

>

> -----Original Message-----

> From: Joan Davis

> Sent: Monday, April 28, 2014 2:33 PM

> To: Cherylynn Peters

> Cc: Armanda Matthews; Patricia Hargrave

> Subject: RE: FOIA14-035 - Scanned image from MX-M503N

>

> Thanks Cherylynn, for re-confirming the search info.

>

> Joan

>

>

>

>

>

> JOAN C. DAVIS

> Ethics, FOIA/Privacy Act Officer

> Broadcasting Board of Governors

> Office of the General Counsel

> Phone: (202) [REDACTED] (b) (6)

> Fax: (202) 203-4585

>

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>

>

> -----Original Message-----

> From: Cherylynn Peters

> Sent: Monday, April 28, 2014 2:10 PM

> To: Joan Davis

> Cc: Armanda Matthews; Patricia Hargrave

> Subject: RE: FOIA14-035 - Scanned image from MX-M503N

>

> Joan,

>

> My search estimates are correct if done in-house. If we have to get information from outside the agency, I am not sure what grade level that would be or how long it will take.

>

>

> Thanks,

>

> Cheryl

>

> -----Original Message-----

> From: Joan Davis

> Sent: Monday, April 28, 2014 1:56 PM

> To: Cherylynn Peters

> Cc: Armanda Matthews; Patricia Hargrave

> Subject: RE: FOIA14-035 - Scanned image from MX-M503N

>

> Hi Cherylynn,

>

> I hate to ask but can you re-confirm the search information that you provided. It would appear that your first estimate included getting documents from archive, as Patricia mentioned that is not required. I have to be very sure before we inform the requester of the search time, cost and extension on the request.

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> Thanks,

>

> Joan

>

>

>

>

>

>

>

>

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>

> -----Original Message-----

> From: Patricia Hargrave

> Sent: Monday, April 28, 2014 1:08 PM

> To: Cherylynn Peters; Joan Davis

> Cc: Armanda Matthews

> Subject: RE: FOIA14-035 - Scanned image from MX-M503N

>

> We do not have to do that. We just need to provide what is in our possession. You simply state that, in accordance with the Records Schedule, records past ??? years have been archived.

>

> -----Original Message-----

> From: Cherylynn Peters

> Sent: Monday, April 28, 2014 1:06 PM

> To: Joan Davis

> Cc: Patricia Hargrave; Armanda Matthews

> Subject: RE: FOIA14-035 - Scanned image from MX-M503N

>

> Joan,

>

> Not sure if we need to get some records retrieved from the archive center, if so, who pays for that?

>

> I would have to see how long that would take to place the order.

>

> Let me know.

>

> Thanks,

>

> Cherylynn

>

> -----Original Message-----

> From: Joan Davis

> Sent: Monday, April 28, 2014 11:49 AM

> To: Cherylynn Peters

> Cc: Patricia Hargrave; Armanda Matthews

> Subject: FOIA14-035 - Scanned image from MX-M503N

>

> Hi Cherylynn,

>

> Thank you for the search estimate. We will have to notify the requester that due to the large volume (approx. 20,000 pages); it is going to take the agency three months just to do the search for the responsive documents.

>

> Joan

>

>

>

>

>

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>

> -----Original Message-----

> From: Cherylynn Peters

> Sent: Monday, April 28, 2014 9:40 AM

> To: Joan Davis

> Subject: FW: Scanned image from MX-M503N

>

> Joan,

>

> See attachment.

>

> Let me know if you need anything else.

>

> Thanks

>

> Cherylynn
>

From: [Armanda Matthews](#)
To: (b) (6); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: RE: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Tuesday, May 27, 2014 12:48:56 PM

I have not heard anything.

Armanda

From: (b) (6)
Sent: Tuesday, May 27, 2014 12:39 PM
To: [Armanda Matthews](#); [Joseph V. Lusby](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: [Armanda Matthews](#)
Sent: Friday, May 02, 2014 1:21 PM
To: [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#); [Patricia Hargrave](#)
Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: [Andrew Krog](#)
To: [Joan Davis](#); [Armanda Matthews](#); [Joseph V. Lusby](#)
Cc: [Patricia Hargrave](#)
Subject: RE: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)
Date: Wednesday, May 28, 2014 2:13:30 PM

The requester called yesterday to ask about the fee letter and I followed up with him today. It appears we made a couple of errors in calculating the total fees, so I sent him an updated fee letter today. Even though the total estimate has dropped to \$18,200, it sounds like he is willing to submit a check to get the request moving forward.

A copy of the updated fee letter is in the folder.

Respectfully,

Drew

From: (b) (6)
Sent: Tuesday, May 27, 2014 12:39 PM
To: Armanda Matthews; Joseph V. Lusby; Andrew Krog
Cc: Patricia Hargrave
Subject: FW: FOIA14-035 (REQUESTER'S RESPONSE TO FEE)

Hi Everyone,

Have we heard back from the requester re paying the fee (\$21,720) for this request? Please let me know, so I can have Contracts start the search.

Thanks,

Joan

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Ethics, FOIA/Privacy Act Officer
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From: Armanda Matthews
Sent: Friday, May 02, 2014 1:21 PM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave

Subject: FOIA14-035

FOIA Team,

Fee assessment letter sent to requester FOIA14-035 on 5/2/14.

Armanda

From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Joseph V. Lusby](#); [Patricia Hargrave](#); [Andrew Krog](#); [James McGuirk](#)
Subject: RE: FOIA14-035 Contracts/Pakistan
Date: Thursday, April 24, 2014 10:25:54 AM

Joan (all),

We will need at least **three (3) months** to pull this information together, especially if you want everything in the files.

As you may or may not be aware, most of the staff that worked on the Pakistan contracts are no longer with the agency.

The COs that are currently working on Pakistan contracts will have to research this information, which will take longer than Monday, April 30.

Records for everything since 2007 may already be destroyed since the FAR PART 4.805 allows us to only keep records for a period of 6 years and 3 months.

FAR PART 4.805, if the contract exceeded SAP, RETENTION PERIOD IS **6 years/3 months**.

If the contract is under SAP, we can close files and destroy them after **3 years after final payment**.

Unless the lawyer has specific contract numbers that they wish to see, most of the FY 2007, 2008, 2009, 2010, and maybe some of 2011 may already be destroyed.

I will have someone to work on this immediately, but one or two weeks will not be sufficient time for us to gather the data.

Thanks kindly,

Cherylynn

From: Joan Davis
Sent: Wednesday, April 23, 2014 4:59 PM
To: Cherylynn Peters
Cc: [Armanda Matthews](#); [Joseph V. Lusby](#); [Patricia Hargrave](#); [Andrew Krog](#)
Subject: FOIA14-035 Contracts/Pakistan
Importance: High

Hi Cherylynn,

OGC is in receipt of a FOIA request for documents from the agency. I sent this request first to VOA and Barbara through Beverly Covington suggested that I send this to your office. The FOIA requester is

asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

Attached is a copy of the requester’s letter with additional information about the request. Please let us know the estimated search time before performing any search for the responsive document(s). We would like to receive all responsive documents by **Wednesday, April 30, 2014**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to Armanda Matthews (b) (6) and copy (cc) Joan Davis (b) (6) and Andrew Krog at (b) (6)

*Example: It will take
GS ___ - X__ hrs. to do search and review of documents.*

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the Document Request Form, please indicate GS__ grade, the searched records (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202) (b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: [Doug Boynton](#)
To: [Joan Davis](#)
Cc: [Armanda Matthews](#); [Patricia Hargrave](#); [Andrew Krog](#); [Joseph V. Lusby](#); [Cherylynn Peters](#); [Adam Gartner](#); [Neal Lavon](#); [Bruce Sherman](#)
Subject: RE: FOIA14-035 OSD/Pakistan
Date: Thursday, April 24, 2014 12:01:57 PM

Hi, Joan.

Copies of the documents requested would come from the Office of Contracts, since all of the agreements are in excess of Adam Gartner's warrant to sign.

Therefore, I'd suggest that office is the appropriate place to forward the FOIA demand. Copying Cheryl Peters at M/CON, as well as Adam Gartner, Neal Lavon, and Bruce Sherman from OSD.

(b) (6) as to the requestor. I'm on the road today, reachable at

Thanks!

- Doug.

--

Doug Boynton
Director of Marketing
Office of Strategy and Development (OSD)
International Broadcasting Bureau
330 Independence Ave., SW
Suite 3666
Washington, DC 20237 USA

(b) (6)

<http://www.bbg.gov/business/become-an-affiliate/> Web

From: Joan Davis
Sent: Wednesday, April 23, 2014 5:06 PM
To: Doug Boynton
Cc: Armanda Matthews; Patricia Hargrave; Andrew Krog; Joseph V. Lusby
Subject: FOIA14-035 OSD/Pakistan

Hi Doug,

OGC is in receipt of a FOIA request for documents from the agency. The Office of Contracts and VOA have already received a copy of this request. Barbara Brady through Beverly Covington suggested that I send this to your office. The FOIA requester is asking for:

“All records or documents in the possession or control of Voice of America that list or describe any Voice of America or United States financial grants or funding directed to any Pakistan based media organizations (including radio, television, newspapers or internet media), or provided to any media organizations for the purpose of supporting Pakistan related media projects, for the time, period of January 1, 2007, to the date of this request.”

Attached is a copy of the requester's letter with additional information about the request. Please let us know the estimated search time before performing any search for the responsive document(s). We

would like to receive all responsive documents by **Wednesday, April 30, 2014**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to Armanda Matthews (b) (6) and copy (cc) Joan Davis (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS ___ - X__ hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the Document Request Form, please indicate GS__ grade, the searched records (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

If you have any questions, please do not hesitate to contact me at the above e-mail or by phone at (202)

(b) (6)

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: Joan Davis
To: [Alisa Martine](#)
Cc: [Andrew Krog](#); [Cherylynn Peters](#); [Patricia Hargrave](#); [Armanda Matthews](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035 request
Date: Wednesday, July 23, 2014 12:59:00 PM
Attachments: [image001.jpg](#)

Hi Alisa,

I'm back in the office today. Please drop-off documents to OGC Room 3349.

Thanks,

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:35 AM
To: Andrew Krog; Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave
Subject: RE: FOIA-35 request

Drew,
Sure thing...thanks for responding. I'll loop back with everyone tomorrow.

A

From: Andrew Krog
Sent: Tuesday, July 22, 2014 11:29 AM
To: Alisa Martine; Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave
Subject: RE: FOIA-35 request

Alisa,

Joan and Susan are both out today, so if you could please check back in tomorrow around

noon we can coordinate delivery of the documents.

Thank you for your hard work, and please let me know if there's anything we can do to assist.

Best Regards,

Drew

From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:09 AM
To: Joan Davis; General Counsel
Cc: Cherylynn Peters; Alisa Martine
Subject: FOIA-35 request

Good Morning!

We have two (2) boxes to drop off to the OGC office suite in response to the FOIA-35 request. We expect to have another two (2) boxes early next week and the remaining two (2) boxes the week after next. CON intends to deliver all documents to OGC by Friday, August 8th.

I wanted to make sure you were aware these files would be coming and where/when you'd like to drop these off. Please be advised, that CON has copied the entire content of the contract files and have not redacted any information.

Please feel free to contact me with any questions or to discuss further.

Thanks,

Alisa

Alisa Martine

Contract Specialist

202 (b) (6)

From: Joan Davis
To: [Alisa Martine](#)
Subject: RE: FOIA14-035 Responsive Documents
Date: Tuesday, August 26, 2014 5:37:00 PM

Hi Alisa,

Thank you for dropping off box #4 with the responsive docs to the above FOIA request. Please let me know when you will be dropping off boxes #5 and 6.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: Joan Davis
Sent: Friday, August 01, 2014 7:32 PM
To: Alisa Martine
Cc: Andrew Krog; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035 Responsive Documents (delivery)

Hi Alisa,

I will be out on leave starting Monday, August 4, 2014. Please contact Andrew Krog and Vinnie Lusby re delivering the rest of the responsive documents for the above FOIA.

Thanks and have a great weekend!

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: Joan Davis
To: [Alisa Martine](#)
Subject: RE: FOIA14-035 Responsive Documents
Date: Tuesday, August 26, 2014 8:55:00 PM

Thanks!! Yes it was hard leaving the South of France. We had a great time. My vacation was just too short!! LOL ;-)

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: Alisa Martine
Sent: Tuesday, August 26, 2014 5:49 PM
To: Joan Davis
Subject: RE: FOIA14-035 Responsive Documents

Hi Joan welcome back! I know it was hard leaving the South of France : (

I should only have 1 more box (#5) to give you. I'll be here this weekend so you should have Tuesday.

A

From: Joan Davis
Sent: Tuesday, August 26, 2014 5:38 PM
To: Alisa Martine
Subject: RE: FOIA14-035 Responsive Documents

Hi Alisa,

Thank you for dropping off box #4 with the responsive docs to the above FOIA request. Please let me know when you will be dropping off boxes #5 and 6.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: Joan Davis
Sent: Friday, August 01, 2014 7:32 PM
To: Alisa Martine
Cc: Andrew Krog; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035 Responsive Documents (delivery)

Hi Alisa,

I will be out on leave starting Monday, August 4, 2014. Please contact Andrew Krog and Vinnie Lusby re delivering the rest of the responsive documents for the above FOIA.

Thanks and have a great weekend!

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

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From: [Armanda Matthews](#)
To: [Andrew Krog](#)
Cc: [Patricia Hargrave](#); [Joan Davis](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035
Date: Friday, April 18, 2014 1:15:59 PM
Attachments: [FOIA14-035 Acknowledgement ltr \(04152014\)\(signed\).pdf](#)

I am unable to find the acknowledgement letter for FOIA14-035. The letter in the folder is for FOIA14-033.

Armanda

From: Andrew Krog
Sent: Tuesday, April 15, 2014 5:00 PM
To: Armanda Matthews
Cc: Patricia Hargrave; Joan Davis; Joseph V. Lusby
Subject: FOIA14-035

Acknowledgement letter sent today.

Respectfully,

Drew

From: [Patricia Hargrave](#)
To: [Armanda Matthews](#); [Andrew Krog](#); [Joan Davis](#); [Joseph V. Lusby](#)
Subject: RE: FOIA14-035
Date: Friday, May 2, 2014 12:40:16 PM

It is signed and saved in the file.

From: Armanda Matthews
Sent: Tuesday, April 29, 2014 9:35 AM
To: Andrew Krog; Joan Davis; Joseph V. Lusby; Patricia Hargrave
Subject: FOIA14-035

FOIA Team,

I have drafted a fee letter for request FOIA14-035.

Armanda

From: [Andrew Krog](#)
To: [Alisa Martine](#); [Joan Davis](#)
Cc: [Cherylynn Peters](#); [Patricia Hargrave](#)
Subject: RE: FOIA-35 request
Date: Tuesday, July 22, 2014 11:29:11 AM
Attachments: [image001.jpg](#)

Alisa,

Joan and Susan are both out today, so if you could please check back in tomorrow around noon we can coordinate delivery of the documents.

Thank you for your hard work, and please let me know if there's anything we can do to assist.

Best Regards,

Drew

From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:09 AM
To: Joan Davis; General Counsel
Cc: Cherylynn Peters; Alisa Martine
Subject: FOIA-35 request

Good Morning!

We have two (2) boxes to drop off to the OGC office suite in response to the FOIA-35 request. We expect to have another two (2) boxes early next week and the remaining two (2) boxes the week after next. CON intends to deliver all documents to OGC by Friday, August 8th.

I wanted to make sure you were aware these files would be coming and where/when you'd like to drop these off. Please be advised, that CON has copied the entire content of the contract files and have not redacted any information.

Please feel free to contact me with any questions or to discuss further.

Thanks,

Alisa

Alisa Martine
Contract Specialist

202

(b) (6)

From: [Alisa Martine](#)
To: [Andrew Krog](#); [Joan Davis](#)
Cc: [Cherylynn Peters](#); [Patricia Hargrave](#)
Subject: RE: FOIA-35 request
Date: Tuesday, July 22, 2014 11:35:02 AM
Attachments: [image001.jpg](#)

Drew,
Sure thing...thanks for responding. I'll loop back with everyone tomorrow.

A

From: Andrew Krog
Sent: Tuesday, July 22, 2014 11:29 AM
To: Alisa Martine; Joan Davis
Cc: Cherylynn Peters; Patricia Hargrave
Subject: RE: FOIA-35 request

Alisa,

Joan and Susan are both out today, so if you could please check back in tomorrow around noon we can coordinate delivery of the documents.

Thank you for your hard work, and please let me know if there's anything we can do to assist.

Best Regards,

Drew

From: Alisa Martine
Sent: Tuesday, July 22, 2014 11:09 AM
To: Joan Davis; General Counsel
Cc: Cherylynn Peters; Alisa Martine
Subject: FOIA-35 request

Good Morning!

We have two (2) boxes to drop off to the OGC office suite in response to the FOIA-35 request. We expect to have another two (2) boxes early next week and the remaining two (2) boxes the week after next. CON intends to deliver all documents to OGC by Friday, August 8th.

I wanted to make sure you were aware these files would be coming and where/when you'd like to drop these off. Please be advised, that CON has copied the entire content of the contract files and have not redacted any information.

Please feel free to contact me with any questions or to discuss further.

Thanks,

Alisa

Alisa Martine

Contract Specialist

202 (b) (6)

*Office of the General Counsel
Freedom of Information and Privacy Act Office*

January 28, 2016

William F. Snow
Star-Hawk Solutions, LLC
3000 S. Randolph Street
Suite 510
Arlington, VA 22206

RE: Request Pursuant to the Freedom of Information Act– FOIA #16-012

Dear Mr. Snow:

This letter is an acknowledgement of your Freedom of Information Act (FOIA) request dated January 5, 2016 to the Broadcasting Board of Governors (BBG), which the Agency received on January 8, 2016. You are requesting copies of all POV contracts issued by the BBG for Language Services beginning on August 1, 2015 through and including December 31, 2015.

For tracking purposes, your request has been assigned **Reference Number 16-012**. Please refer to this number in all future correspondence with our office regarding your request. Also, be advised that the Agency processes FOIA requests on a first in, first out basis.

Pursuant to the FOIA, an agency is required to make a determination on a request within 20 business days whether to comply with a FOIA request. In this case, the Agency will require additional time (10 business days) beyond the 20-day time limit for processing your request under “unusual circumstances” defined by statute, specifically the need to search for the requested records from office(s) outside of this office. The Agency anticipates making a determination within 30 business days after receipt of your request.

For the purposes of assessing fees pursuant to OMB Fee Guidelines, your request has been placed in Category I, or commercial use request. A Category I fee category determination does not necessarily depend on the pursuit of profit or financial gain, but rather whether the records sought are intended for a use or purpose that furthers the commercial or trade interests of the requester or the person on whose behalf the request is being made.

Consistent with Category I, you will be assessed charges to recover the full direct costs of searching, review, and duplication of requested documents. Charges for search and review are \$36/\$20/\$10 per hour, depending on the General Schedule Pay Rate of the clerical and professional staff involved. The fee for reproduction is \$0.15 per page. Additionally, you may be charged for search and review time even if the agency fails to



William F. Snow
January 28, 2016
Page 2

locate any records responsive to the request, and even if the records located are subsequently determined to be exempt from disclosure.

If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,

A handwritten signature in black ink, appearing to read "A. T. Krog". The signature is stylized and somewhat cursive.

Andrew T. Krog
FOIA and Privacy Act Officer



January 5, 2016

BBG FOIA Office
Room 3349
330 Independence Ave. SW
Washington, D.C. 20237

Star-Hawk Solutions, LLC respectfully requests copies of all POV contracts issued by the BBG for Language Services beginning on August 1, 2015 through and including December 31, 2015.

The documents may be emailed to [REDACTED] (b) (6) or mailed to:
Star-Hawk Solutions, LLC
3000 S. Randolph St. Suite 510
Arlington, VA 22206
Attn: William Snow

If there is a need for additional information, please contact me at (703) 994-8338, or email me at [REDACTED] (b) (6)

Respectfully,

A handwritten signature in cursive script that reads "William F. Snow".

William F. Snow
President
Star-Hawk Solutions, LLC

2016 JAN 8 PM 3 17

From: [Brenda Dade](#)
To: [Andrew Krog](#)
Cc: [Cherylynn Peters](#); [James McGuirk](#); [Brenda Dade](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Friday, April 29, 2016 2:29:30 PM
Attachments: [FPDS Award Detail Report on NAICS Code 561320 \(8-31-2015 - 12-31-2015\) \(run date 3-15-2016\) \(FOIA Request\).xls](#)

Hi Andrew,

As requested, see the attached list.

If you have any questions, let me know.

Brenda Dade
Office of Contracts
Telephone #202/ (b) (6)

From: Cherylynn Peters
Sent: Friday, April 29, 2016 1:37 PM
To: Brenda Dade <(b) (6)> James McGuirk <(b) (6)>
Subject: FW: FOIA16-012 (Request too broad)

Brenda,

Please send Drew the shortage list.

Thanks,

Cherylynn Peters
Acting Director of Contracts

“Don’t find fault, find a remedy; anybody can complain” Henry Ford.

From: Andrew Krog
Sent: Friday, April 29, 2016 1:26 PM
To: Cherylynn Peters
Cc: Joan Davis; Gwen Bethany
Subject: RE: FOIA16-012 (Request too broad)

If it isn't too much trouble, could you please run the shortest of the summary lists for me so I can see what it looks like?

Respectfully,

Drew

From: Cherylynn Peters
Sent: Friday, April 29, 2016 1:11 PM
To: Andrew Krog
Cc: Joan Davis; Gwen Bethany
Subject: RE: FOIA16-012 (Request too broad)

Drew,

It's a summary list.

Cherylynn Peters
Acting Director of Contracts

"Don't find fault, find a remedy; anybody can complain" Henry Ford.

From: Andrew Krog
Sent: Friday, April 29, 2016 12:21 PM
To: Cherylynn Peters
Cc: Joan Davis; Gwen Bethany
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

Are the FPDS reports a summary list of the various POV contract awards, or do they consist of a printout of each individual award?

Respectfully,

Drew

From: Cherylynn Peters
Sent: Wednesday, March 16, 2016 10:00 AM
To: Andrew Krog
Cc: Chela Okonji; Joan Davis; Theresa Green
Subject: RE: FOIA16-012 (Request too broad)

Drew,

I ran three reports since I do not have any concrete information from the requestor. This is why I asked you to go back to the requestor and ask for either contract numbers or at least the NAICS codes. Since you believe the requestor was clear in his FOIA request, perhaps you can tell me which report you want me to provide to you and the requestor.

Anyway, several FPDS Reports were ran to identified POVs from 8/31/15 – 12/31/15 using PSC R499

and the other codes I have listed below.

Our search came up with the following:

1. PSC 499 (support: professional other): 2,562 awards
2. NAICS 711510 (independent artists, writers, and performers): 937 awards
3. NAICS 561320 (temporary help services): 76 awards

Without the NAICS codes or a contract numbers, this is the report I get. Our system is not designed to run a report just for POVs/language services.

Let me know which report you want me to provide to you and I will get this formatted to you.

Thanks,
Cherylynn Peters
Acting Director of Contracts

“Don’t find fault, find a remedy; anybody can complain” Henry Ford.

From: Andrew Krog
Sent: Tuesday, March 15, 2016 5:19 PM
To: Cherylynn Peters
Cc: Chela Okonji; Joan Davis; Theresa Green
Subject: Re: FOIA16-012 (Request too broad)

Cherylynn,

Thank you for getting back to me, and welcome home!

As long as the data will be in digital format it would be fine to extract/store it if it won't take too much time, but please don't print anything out or spend time pulling individual records until we confirm the requester will pay for the full estimated costs of his request.

Respectfully,

Drew

Sent from my iPhone

On Mar 15, 2016, at 3:30 PM, Cherylynn Peters <(b) (6)> wrote:

Drew (All):

As you may or may not be aware, I was out of the country the first week in March

2016, I am just getting to my emails.

Drew,

I respect your opinion about the request not being too broad. Since you are an expert in knowing what to search for in FPDS-NG, I will honor your wishes and provide you with a list of contracts awarded during the period of August 31, 2015 – December 31, 2015 for POV from all language.

You will get what the system will provide.

Based on this, I will pull this data tomorrow and send you what is in the system.

You can estimate my time to be 2 hours at my grade 15/1.

Thanks,
Cherylynn Peters
Acting Director of Contracts

“Don’t find fault, find a remedy; anybody can complain” Henry Ford.

From: Andrew Krog
Sent: Tuesday, March 01, 2016 1:49 PM
To: Cherylynn Peters
Cc: Chela Okonji; Joan Davis
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

I’ve reviewed the request and it doesn’t appear inappropriately broad to me. He is asking for a specific set of documents, namely POV contracts, awarded within a specific period of time (1 Aug - 31 Dec 2015). I know it may take some measure of effort to locate all the POV contracts awarded within that period, but I’m struggling with how we could have possibly awarded so many contracts in a five-month period that it would take as long as you suggest below just to identify them.

At any rate, I do not think it would be appropriate for us to go back to the requester and ask him to amend his request because I believe that it is already sufficiently specific under the FOIA.

As to your questions below, I believe the request is clear in that it is seeking all POV contracts awarded from all language services during the relevant time period. The request is not asking for all active contracts during that time period, only the ones that were actually issued (i.e. awarded) during that time period. The request is also clear in

that it only seeks copies of the contracts themselves, so there is no need to search for, retrieve, or review email messages, correspondence files, or other associated documents or files. The final copies of the awarded contracts would be the only documents needed to respond to the request.

At your earliest convenience, please provide us with a more detailed estimate as to how many hours it will take your office to identify the language service POV contracts awarded by the BBG during the applicable time period, including the number of employees (and their respective grades) required to support the search effort. Also, if possible please estimate the number of potentially responsive contracts and the average number of pages in each so we can estimate potential reproduction fees. We can then take that estimate back to the requester and confirm whether he is willing to pay for the full cost of his search as submitted or if he wishes to narrow the scope of his request to reduce his chargeable fees.

Thank you for your support, and please let me know if you have any questions or concerns.

Respectfully,

Drew

From: Joan Davis
Sent: Monday, February 8, 2016 4:42 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

Drew is copied on your response. Therefore, he will see your suggestion and that you are saying the request is too broad and the requester should narrow the scope.

Thanks,

Joan

From: Cherylynn Peters
Sent: Monday, February 8, 2016 1:06 PM
To: Joan Davis

Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (CON)

Joan,

This is impossible....without contract numbers, I will be searching for days, weeks perhaps months.

Please go back to Star Hawk and ask them to provide contract numbers.

The agency has over **45** different languages, which language in particular are they looking for?

For example: Are they looking for Urdu, French, English, Latin, etc., we have too many to do a search this big.

Overseas or Domestic? Or both?

Thanks,

Cherylynn Peters
Acting Director of Contracts

“Don’t find fault, find a remedy; anybody can complain” Henry Ford.

From: Joan Davis
Sent: Monday, February 08, 2016 12:58 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: FOIA16-012 (CON)

Hi Cherylynn,

We are in receipt of another FOIA request for documents from Contracts. The FOIA requester is asking for -

**“copies of all POV contracts issued by the BBG
Language Services beginning on August 1, 2015
through and including December 31, 2015.”**

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Tuesday, February 16, 2016.**

IMPORTANT: If you have no responsive documents to this request, please send a

written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ - X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) (b) (6)
Fax: (202) 203-4585

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From: Andrew Krog
To: [Cherylynn Peters](#)
Cc: [Joan Davis](#); [Gwen Bethany](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Friday, April 29, 2016 1:25:00 PM

If it isn't too much trouble, could you please run the shortest of the summary lists for me so I can see what it looks like?

Respectfully,

Drew

From: Cherylynn Peters
Sent: Friday, April 29, 2016 1:11 PM
To: Andrew Krog
Cc: Joan Davis; Gwen Bethany
Subject: RE: FOIA16-012 (Request too broad)

Drew,

It's a summary list.

Cherylynn Peters
Acting Director of Contracts

"Don't find fault, find a remedy; anybody can complain" Henry Ford.

From: Andrew Krog
Sent: Friday, April 29, 2016 12:21 PM
To: Cherylynn Peters
Cc: Joan Davis; Gwen Bethany
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

Are the FPDS reports a summary list of the various POV contract awards, or do they consist of a printout of each individual award?

Respectfully,

Drew

From: Cherylynn Peters
Sent: Wednesday, March 16, 2016 10:00 AM
To: Andrew Krog

Cc: Chela Okonji; Joan Davis; Theresa Green
Subject: RE: FOIA16-012 (Request too broad)

Drew,

I ran three reports since I do not have any concrete information from the requestor. This is why I asked you to go back to the requestor and ask for either contract numbers or at least the NAICS codes. Since you believe the requestor was clear in his FOIA request, perhaps you can tell me which report you want me to provide to you and the requestor.

Anyway, several FPDS Reports were ran to identified POVs from 8/31/15 – 12/31/15 using PSC R499 and the other codes I have listed below.

Our search came up with the following:

1. PSC 499 (support: professional other): 2,562 awards
2. NAICS 711510 (independent artists, writers, and performers): 937 awards
3. NAICS 561320 (temporary help services): 76 awards

Without the NAICS codes or a contract numbers, this is the report I get. Our system is not designed to run a report just for POVs/language services.

Let me know which report you want me to provide to you and I will get this formatted to you.

Thanks,
Cherylynn Peters
Acting Director of Contracts

“Don’t find fault, find a remedy; anybody can complain” Henry Ford.

From: Andrew Krog
Sent: Tuesday, March 15, 2016 5:19 PM
To: Cherylynn Peters
Cc: Chela Okonji; Joan Davis; Theresa Green
Subject: Re: FOIA16-012 (Request too broad)

Cherylynn,

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Sent from my iPhone

On Mar 15, 2016, at 3:30 PM, Cherylynn Peters <(b) (6)> wrote:

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To: [Andrew Krog](#)
Cc: [Joan Davis](#); [Gwen Bethany](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Friday, April 29, 2016 1:10:59 PM

Drew,

It's a summary list.

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2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

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Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors

Office of the General Counsel

Phone: (202) [REDACTED]

Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: [Andrew Krog](#)
To: [Cherylynn Peters](#)
Cc: [Chela Okonji](#); [Joan Davis](#); [Theresa Green](#)
Subject: Re: FOIA16-012 (Request too broad)
Date: Tuesday, March 15, 2016 5:18:58 PM

Cherylynn,

Thank you for getting back to me, and welcome home!

As long as the data will be in digital format it would be fine to extract/store it if it won't take too much time, but please don't print anything out or spend time pulling individual records until we confirm the requester will pay for the full estimated costs of his request.

Respectfully,

Drew

Sent from my iPhone

On Mar 15, 2016, at 3:30 PM, Cherylynn Peters (b) (6) wrote:

Drew (All):

As you may or may not be aware, I was out of the country the first week in March 2016, I am just getting to my emails.

Drew,

I respect your opinion about the request not being too broad. Since you are an expert in knowing what to search for in FPDS-NG, I will honor your wishes and provide you with a list of contracts awarded during the period of August 31, 2015 – December 31, 2015 for POV from all language.

You will get what the system will provide.

Based on this, I will pull this data tomorrow and send you what is in the system.

You can estimate my time to be 2 hours at my grade 15/1.

Thanks,
Cherylynn Peters
Acting Director of Contracts

“Don't find fault, find a remedy; anybody can complain” Henry Ford.

From: Andrew Krog
Sent: Tuesday, March 01, 2016 1:49 PM
To: Cherylynn Peters
Cc: Chela Okonji; Joan Davis
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

I've reviewed the request and it doesn't appear inappropriately broad to me. He is asking for a specific set of documents, namely POV contracts, awarded within a specific period of time (1 Aug - 31 Dec 2015). I know it may take some measure of effort to locate all the POV contracts awarded within that period, but I'm struggling with how we could have possibly awarded so many contracts in a five-month period that it would take as long as you suggest below just to identify them.

At any rate, I do not think it would be appropriate for us to go back to the requester and ask him to amend his request because I believe that it is already sufficiently specific under the FOIA.

As to your questions below, I believe the request is clear in that it is seeking all POV contracts awarded from all language services during the relevant time period. The request is not asking for all active contracts during that time period, only the ones that were actually issued (i.e. awarded) during that time period. The request is also clear in that it only seeks copies of the contracts themselves, so there is no need to search for, retrieve, or review email messages, correspondence files, or other associated documents or files. The final copies of the awarded contracts would be the only documents needed to respond to the request.

At your earliest convenience, please provide us with a more detailed estimate as to how many hours it will take your office to identify the language service POV contracts awarded by the BBG during the applicable time period, including the number of employees (and their respective grades) required to support the search effort. Also, if possible please estimate the number of potentially responsive contracts and the average number of pages in each so we can estimate potential reproduction fees. We can then take that estimate back to the requester and confirm whether he is willing to pay for the full cost of his search as submitted or if he wishes to narrow the scope of his request to reduce his chargeable fees.

Thank you for your support, and please let me know if you have any questions or concerns.

Respectfully,

Drew

From: Joan Davis
Sent: Monday, February 8, 2016 4:42 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (Request too broad)

Cherylynn,

Drew is copied on your response. Therefore, he will see your suggestion and that you are saying the request is too broad and the requester should narrow the scope.

Thanks,

Joan

From: Cherylynn Peters
Sent: Monday, February 8, 2016 1:06 PM
To: Joan Davis
Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (CON)

Joan,

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Please go back to Star Hawk and ask them to provide contract numbers.

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For example: Are they looking for Urdu, French, English, Latin, etc., we have too many to do a search this big.

Overseas or Domestic? Or both?

Thanks,

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Acting Director of Contracts

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From: Joan Davis
Sent: Monday, February 08, 2016 12:58 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: FOIA16-012 (CON)

Hi Cherylynn,

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Language Services beginning on August 1, 2015
through and including December 31, 2015.”**

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Tuesday, February 16, 2016.**

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From: [Cherylynn Peters](#)
To: [Andrew Krog](#)
Cc: [Chela Okonji](#); [Joan Davis](#); [Theresa Green](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Tuesday, March 15, 2016 3:30:30 PM

Drew (All):

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Drew,

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Cc: Chela Okonji; Joan Davis
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Thank you for your support, and please let me know if you have any questions or concerns.

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From: Joan Davis
Sent: Monday, February 8, 2016 4:42 PM
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Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (Request too broad)

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Joan

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Sent: Monday, February 8, 2016 1:06 PM

To: Joan Davis

Cc: Andrew Krog; Chela Okonji

Subject: RE: FOIA16-012 (CON)

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Thanks,

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Acting Director of Contracts

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From: Joan Davis

Sent: Monday, February 08, 2016 12:58 PM

To: Cherylynn Peters

Cc: Andrew Krog; Chela Okonji

Subject: FOIA16-012 (CON)

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From: [Cherylynn Peters](#)
To: [Andrew Krog](#)
Subject: Automatic reply: FOIA16-012 (Request too broad)
Date: Tuesday, March 1, 2016 1:48:38 PM

I am on business travel through March 4, 2016, please contact Herman Shaw at 202-382-

(b) (6)

Thanks,
Cherylynn Peters

From: Andrew Krog
To: [Cherylynn Peters](#)
Cc: [Chela Okonji](#); [Joan Davis](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Tuesday, March 1, 2016 1:48:00 PM

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From: Joan Davis
Sent: Monday, February 8, 2016 4:42 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: RE: FOIA16-012 (Request too broad)

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To: Joan Davis
Cc: Andrew Krog; Chela Okonji
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Thanks,

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From: Joan Davis
Sent: Monday, February 08, 2016 12:58 PM
To: Cherylynn Peters
Cc: Andrew Krog; Chela Okonji
Subject: FOIA16-012 (CON)

Hi Cherylynn,

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From: [Joan Davis](#)
To: [Cherylynn Peters](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: RE: FOIA16-012 (Request too broad)
Date: Monday, February 8, 2016 4:42:17 PM

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From: [Cherylynn Peters](#)
To: [Joan Davis](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: RE: FOIA16-012 (CON)
Date: Monday, February 8, 2016 1:06:04 PM

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From: [Joan Davis](#)
To: [Cherylynn Peters](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: FOIA16-012 (CON)
Date: Monday, February 8, 2016 12:57:50 PM
Attachments: [FOIA16-012 FOIA Request 1.8.16.pdf](#)
[FOIA16-012 Snow GC Request \(CON\) 02082016.doc](#)

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From: Andrew Krog
To: [Joan Davis](#); [Chela Okonji](#)
Subject: FOIA16-012 - Acknowledgement Letter
Date: Thursday, January 28, 2016 10:46:00 AM

I sent an acknowledgment letter to the requester today.

Respectfully,

Drew

From: Andrew Krog
To: [Joan Davis](#); [Chela Okonji](#)
Subject: FOIA16-012
Date: Tuesday, January 19, 2016 4:19:00 PM

I've reviewed this request and it is properly filed and scoped. It's ready to distribute within the agency, but since it is a Category I request and may involve a large number of documents to search for please ask the responding offices to just provide an estimate as to their search and review time before actually securing and reproducing documents.

Thank you!

Respectfully,

Drew

From: [Chela Okonji](#)
To: [Joan Davis](#); [Andrew Krog](#)
Subject: FOIA16-012 Star-Hawk Solutions, LLC
Date: Monday, January 11, 2016 3:02:29 PM
Attachments: [FOIA16-012 FOIA Request 1.8.16.pdf](#)

Dear FOIA Team:

We received a new FOIA request Friday. Please see the document attached. The draft acknowledgment letter is also available in the electronic file for review at your convenience. Thank you.

Regards,
Chela Okonji
Paralegal (Contractor)
Broadcasting Board of Governors
Office of the General Counsel
330 Independence Ave., SW, Rm. 3349
Washington, DC 20237

(202 (b) (6)
(b) (6)

*Office of the General Counsel
Freedom of Information and Privacy Act Office*

February 9, 2016

Damian Paletta
The Wall Street Journal
1025 Connecticut Avenue, NW
Suite 800
Washington, DC 20036

RE: Request Pursuant to the Freedom of Information Act– FOIA #16-013

Dear Mr. Paletta:

This letter is an acknowledgement of your Freedom of Information Act (FOIA) request dated January 26, 2016 to the Broadcasting Board of Governors (BBG), which the Agency received on February 1, 2016. In your request, you asked for the following records from 2012 to the date of your request:

1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund;
2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications; and
3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff at State Department officials regarding encryption; and
4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia about terrorism and/or the Islamic State.

For tracking purposes, your request has been assigned **Reference Number 16-013**. Please refer to this number in all future correspondence with our office concerning your request. Also, be advised that the Agency processes FOIA requests on a first in, first out basis.

Pursuant to the FOIA, an agency is required to respond to a FOIA request within 20 business days. In this case, the Agency will require additional time (10 business days) beyond the 20-day time limit for processing your request under “unusual circumstances” defined by statute, specifically the need to search for the requested records from office(s) outside of this office. The Agency anticipates responding to your request within 30 business days after the date of receipt indicated above.



Damian Paletta
February 9, 2016
Page 2

For the purposes of assessing fees pursuant to OMB Fee Guidelines, your request has been placed in Category II, educational and scientific institutions and news media. Requests placed in Category II are assessed only duplication fees, and only after the first 100 pages, which are free of charge. The fee for duplication is \$0.15 per page. Per your request, we will notify in advance if estimated reproduction fees will exceed \$50.

I have determined that your request does not provide sufficient information to justify granting it expedited processing. The FOIA only requires expedited processing of requests that demonstrate a compelling need for it. Compelling need exists when a failure to quickly obtain the information requested can be reasonably expected to pose an imminent threat to the life or physical safety of an individual, or when a person primarily engaged in disseminating information demonstrates an urgency to inform the public concerning actual or alleged Federal Government activity. To demonstrate compelling need, requesters must establish that the public has a substantial interest in the particular aspects of their FOIA requests rather than interest in a general or related topic.

While your request does establish that you are a person primarily engaged in disseminating information to the public, it does not adequately establish that the public has a substantial interest in particular aspects of the records sought in your request. While it is clear that there is general public interest in the topics of encryption technology and terrorism, your request does not establish there is substantial public interest in the activities of the agency or the specific records you are requesting adequately enough to warrant your request being processed ahead of other requests submitted to the agency.

Since your request does not meet either of the conditions required by the FOIA for granting expedited processing it is therefore denied. If you believe you can establish that either required condition exists, you may submit additional information to me and I will reconsider your request.

I have also determined that your request does not provide sufficient information to justify a waiver of fees. Fee waivers are only appropriate when disclosure of information is in the public interest because it is likely to contribute significantly to public understanding of Federal Government operations or activities. While your request does indicate that you are a representative of the news media and have filed your request for news gathering purposes, that information alone is insufficient justification to warrant waiving fees otherwise specified by law and regulation. Because your request for a fee waiver does not establish how the specific information you are requesting is likely to contribute significantly to public understanding of operations of the Federal Government it is therefore denied. If you believe you can establish how the information you have requested would significantly contribute to

Damian Paletta
February 9, 2016
Page 3

greater public understanding of Federal Government operations or activities, you may submit additional information to me and I will reconsider your request.

I have reviewed your request and determined that insofar as it seeks records “regarding” or “about” the four categories of records specified on page one of this letter it is not properly submitted under the FOIA. In order for a request to be considered properly filed under the FOIA, it must reasonably describe the records being sought with enough sufficiency to permit an agency to reasonably determine exactly which records are being requested and to locate such records with a reasonable amount of effort. While it is possible for Agency employees to locate records that specifically mention or cite the criteria outlined in the four categories of records as specified above, it is not possible for them to determine whether any given Agency record is “regarding” or “about” it sufficiently enough to be responsive to your request without spending an unreasonable amount of time researching and/or cross-referencing the record. The FOIA does not require agencies to have to guess or speculate whether a given record is or is not responsive to a request, nor must they spend excessive amounts of time searching through records attempting to match them to poorly defined requests. Accordingly, to the extent your request seeks records “regarding” or “about” the four categories of records specified above it is not properly submitted under the FOIA and the Agency is not obligated to search for any records that may be responsive to it.

In addition to the terms “regarding” and “related” I also find that your third sub-request for correspondence regarding “encryption” is not properly submitted. The search term “encryption” is insufficiently specific and is likely to generate records that would not be considered responsive given the scope of your other sub-requests. Thus, to cure that deficiency, align that sub-request with your second sub-request, and correct a minor typographic error, we are adjusting the scope of your third sub-request to “copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.”

In summary, your scoped request has been accepted by the agency and will be processed according to normal agency policies and procedures, although the Agency will only search for records that specifically mention or cite the specific criteria outlined in the four categories of records being sought as specified above.

You may formally appeal the adverse determinations regarding your requests for expedited processing and/or waiver of fees, or the proper scope of your request. If you wish to appeal you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. You may deliver your appeal by mail or by fax to 202-203-4585. Currently, email appeals are not accepted.

Damian Paletta
February 9, 2016
Page 4

If there are any other questions or concerns that I can assist with regarding your request, I can be reached at the address or phone numbers listed on the first page of this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "A. T. Krog". The signature is stylized with a large, bold "A" and a smaller "T" and "K" following.

Andrew T. Krog
FOIA and Privacy Act Officer

BBG FOIA Office

Room 3349

330 Independence Ave SW

Washington, DC 20237

202-203-4550

202-203-4585 - fax

FEB 1 2016 AM 9:42

Jan. 26, 2016

Dear FOIA Officer:

My name is Damian Paletta, and I am submitting this letter under the Freedom of Information Act.

I would like to request the following documents or records from 2012 to the present day:

- 1) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund.
- 2) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.
- 3) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.

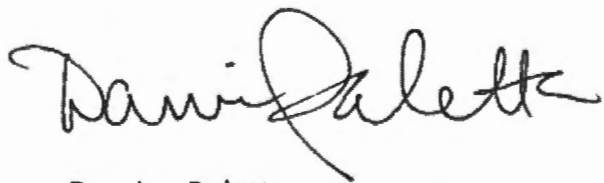
- 4) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia about terrorism and/or the Islamic State.

I would request that this request be processed in an expedited manner because of the extreme chain of events regarding encryption and terrorism in the United States.

I would also request that all fees for this request be waived because I am a member of the news media and I am filing this FOIA request for news gathering purposes. If the total charge for this FOIA will be more than \$50, please notify me in advance.

Thank you for your assistance, and please let me know if you have any questions with my request.

Most sincerely,

A handwritten signature in black ink that reads "Damian Paletta". The signature is fluid and cursive, with the first name "Damian" and last name "Paletta" clearly legible.

Damian Paletta

The Wall Street Journal

202.862.9241

damian.paletta@wsj.com

1025 Connecticut Ave NW

Suite 800

Washington DC 20036

From: [Joan Davis](#)
To: [Massimo Gigli](#)
Cc: [Gwen Bethany](#); [Andrew Krog](#); [Patricia Hargrave](#)
Subject: RE: FOIA16-013 (TSI - Board Search) - FORMER BOARD MEMBERS
Date: Thursday, May 5, 2016 3:20:47 PM

Massimo,

Below is the list of former board members from 2010.

1. **Walter Isaacson:** 2010 - 2012
2. **S. Enders Wimbush:** 2010 - 2012
3. **Dana Perino:** 2010 - 2012
4. **Dennis Mulhaupt:** July 2, 2010 - April 9, 2013
5. **Michael Lynton:** July 2, 2010 - May 23, 2013
6. **Victor Ashe:** June 30, 2010 - August 1, 2013
7. **Susan McCue:** July 2, 2010 - May 22, 2014
8. **Michael Meehan:** July 2010 - December 30, 2014

Thanks,

Joan

From: Joan Davis
Sent: Wednesday, May 4, 2016 6:59 PM
To: Massimo Gigli
Cc: Gwen Bethany; Andrew Krog; Patricia Hargrave
Subject: FOIA16-013 (TSI - Board Search)

Hi Massimo,

We are in receipt of a FOIA request for documents from the agency. The search for the responsive documents must be conducted by going through the **BBGGROUP** e-mail account of the Board members.

The FOIA requester is asking for the following document from **2012 to January 26, 2016:**

3 Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund.

3 Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.

3 Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.

4 Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia about terrorism and/or the Islamic State.

Attached is a copy of the requester's letter. The responsive documents are due to OGC by **Thursday, May 12, 2016.**

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Gwen Bethany** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6).

Example: It will take
GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached *Document Request Form - DRF*). On the *Document Request Form*, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Massimo Gigli](#)
Cc: [Gwen Bethany](#); [Andrew Krog](#); [Patricia Hargrave](#)
Subject: FOIA16-013 (TSI - Board Search)
Date: Wednesday, May 4, 2016 6:58:41 PM
Attachments: [FOIA16-013 Request.pdf](#)
[FOIA16-013 Paletta GC Request \(TSI - Scoped\) 05042016.doc](#)

Hi Massimo,

We are in receipt of a FOIA request for documents from the agency. The search for the responsive documents must be conducted by going through the **BBGGROUP** e-mail account of the Board members.

The FOIA requester is asking for the following document from **2012 to January 26, 2016**:

☺ Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund.

☺ Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.

☺ Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.

☺ Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia about terrorism and/or the Islamic State.

Attached is a copy of the requester's letter. The responsive documents are due to OGC by **Thursday, May 12, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Gwen Bethany** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached

Document Request Form - DRF). On the *Document Request Form*, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

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From: [Joan Davis](#)
To: [David Kligerman](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: RE: FOIA16-013 (OGC) - (EXTENSION REQUEST - Due Date 3/18/16)
Date: Wednesday, February 24, 2016 7:50:19 PM

David,

This is per your request for an extension to submit the responsive documents to the above FOIA request. Your new due date is **Friday, March 18, 2016** (two weeks after the prior due date).

Thanks,

Joan

From: David Kligerman
Sent: Wednesday, February 24, 2016 7:44 PM
To: Joan Davis
Subject: Re: FOIA16-013 (OGC) - (EXTENSION REQUEST)

With the Board meeting, and other requirements, i will probably need an extra two weeks. Thank you.

Sent from my iPhone

On Feb 24, 2016, at 7:42 PM, "Joan Davis" <[\(b\) \(6\)](#)> wrote:

David,

Please let me know how much additional time over the Friday March 4, 2016 due date you will need to provide the responsive documents.

Thanks,

Joan

From: David Kligerman
Sent: Wednesday, February 24, 2016 6:17 PM
To: Joan Davis
Cc: Andrew Krog; Chela Okonji
Subject: Re: FOIA16-013 (OGC) - UPDATED REQUEST

Joan: as discussed, I was asking about how a request for an extension would work, given that I may have responsive documents in my files. I believe I may need additional time, how does that process work.

Sent from my iPhone

On Feb 24, 2016, at 6:01 PM, "Joan Davis" <(b) (6)> wrote:

Hi David,

This is an update to the above FOIA request. I copied you on the e-mail sent Board Ops as a heads up that I was sending the same request your way. Your questions about the time and search came before I sent out this email.

The scoped FOIA request is as follows –

Between 2012 to January 26, 2016

- **1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- **2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- **3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- **4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State.**

For your reference, attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG offices that we believe may also have responsive documents.

The responsive documents are due to OGC by **Friday, March 4, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED] (b) (6)
Fax: (202) 203-4585

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (OGC - Scoped)_02242016.doc>

From: [David Kligerman](#)
To: [Joan Davis](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: Re: FOIA16-013 (OGC) - UPDATED REQUEST
Date: Wednesday, February 24, 2016 6:16:58 PM

Joan: as discussed, I was asking about how a request for an extension would work, given that I may have responsive documents in my files. I believe I may need additional time, how does that process work.

Sent from my iPhone

On Feb 24, 2016, at 6:01 PM, "Joan Davis" (b) (6) wrote:

Hi David,

This is an update to the above FOIA request. I copied you on the e-mail sent Board Ops as a heads up that I was sending the same request your way. Your questions about the time and search came before I sent out this email.

The scoped FOIA request is as follows –

Between 2012 to January 26, 2016

- <!--[if !supportLists]-->• <!--[endif]-->**1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- <!--[if !supportLists]-->• <!--[endif]-->**2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- <!--[if !supportLists]-->• <!--[endif]-->**3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- <!--[if !supportLists]-->• <!--[endif]-->**4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State.**

For your reference, attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG

offices that we believe may also have responsive documents.

The responsive documents are due to OGC by **Friday, March 4, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED] (b) (6)
Fax: (202) 203-4585

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (OGC - Scoped)_02242016.doc>

From: [Joan Davis](#)
To: [David Kligerman](#)
Cc: [Andrew Krog](#); [Chela Okonji](#)
Subject: FOIA16-013 (OGC) - UPDATED REQUEST
Date: Wednesday, February 24, 2016 6:01:31 PM
Attachments: [FOIA16-013 Request.pdf](#)
[FOIA16-013 Paletta GC Request \(OGC - Scoped\) 02242016.doc](#)
Importance: High

Hi David,

This is an update to the above FOIA request. I copied you on the e-mail sent Board Ops as a heads up that I was sending the same request your way. Your questions about the time and search came before I sent out this email.

The scoped FOIA request is as follows –

Between 2012 to January 26, 2016

- **1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- **2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- **3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- **4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State.**

For your reference, attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG offices that we believe may also have responsive documents.

The responsive documents are due to OGC by **Friday, March 4, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

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From: [Joan Davis](#)
To: [Qanh Tran](#)
Cc: [Rob M. Fallon](#); [David Kligerman](#); [Andrew Krog](#); [Chela Okonji](#)
Subject: FOIA16-013 (Board Ops) - UPDATED REQUEST
Date: Wednesday, February 24, 2016 2:19:46 PM
Attachments: [FOIA16-013 Request.pdf](#)
[FOIA16-013 Paletta GC Request \(Board Ops - Scoped\) 02242016.doc](#)
Importance: High

Hi Qanh,

This is an update to the above FOIA request sent to you on 2/8/16. My apologies for the delay in re-sending this to you. I have been swamped with the annual confidential financial disclosure filing for the past few weeks.

The scoped FOIA request is as follows –

Between 2012 to January 26, 2016

- **1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- **2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- **3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- **4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State.**

For your reference, attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG offices that we believe may also have responsive documents.

The responsive documents are due to OGC by **Friday, March 4, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED] (b) (6)
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From: [Joan Davis](#)
To: [David Kligerman](#)
Cc: [Andrew Krog](#)
Subject: RE: FOIA16-013 (Board Ops)
Date: Thursday, February 11, 2016 5:51:39 PM

OK. Will do.

From: David Kligerman
Sent: Thursday, February 11, 2016 5:45 PM
To: Joan Davis
Cc: Andrew Krog
Subject: RE: FOIA16-013 (Board Ops)

Joan: updated per scoped request. You have my approval to say as follows. We can say "scoped" request is as follows, which is consistent with the our acknowledgment letter.

Hi Oanh,

We are in receipt of a FOIA request for documents for Board OPs. The scoped FOIA request is as follows -

- **1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- **2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- **3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- **4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State**

For your reference, attached is a copy of the requester's letter.

Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG offices that we believe may also have responsive documents.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ - X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

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From: Andrew Krog
Sent: Wednesday, February 10, 2016 11:34 AM

To: David Kligerman; Joan Davis
Subject: Re: FOIA16-013 (Board Ops)

Dave,

A copy of the signed letter is in the FOIA's folder on the shared drive. I don't have access to it from home, but you or Joan can find it there.

Respectfully,

Drew

From: David Kligerman
Sent: Wednesday, February 10, 2016 11:26
To: Andrew Krog; Joan Davis
Subject: FW: FOIA16-013 (Board Ops)

Drew: Can I see a copy of the final letter that went out on this.

Joan: I believe we will need to resend this request to Oahn and team, to reflect the updated and scoped request. My recollection is that the request was scoped so as to essentially be as follows:

1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia specifically mentioning or citing the Open Technology Fund”;
2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia specifically mentioning or citing encrypted technology and communications;
3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials specifically mentioning or citing encrypted technology and communications;
4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia specifically mentioning or citing terrorism and/or the Islamic State.

Drew can confirm.

Dave

From: Joan Davis
Sent: Monday, February 8, 2016 6:11 PM
To: Oanh Tran
Cc: Rob M. Fallon; Andrew Krog; Chela Okonji

Subject: FOIA16-013 (Board Ops)

Hi Oanh,

We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

1) Copies of any correspondence between Broadcasting Board of Governors

board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund.

2) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.

3) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.

Attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Wednesday, February 17, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ - X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time

it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

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<FOIA16-013 Acknowledgement Ltr (Deny Exp Proc and Fee Waiver and Scope r....pdf>

<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: [David Kligerman](#)
To: [Joan Davis](#)
Cc: [Andrew Krog](#)
Subject: RE: FOIA16-013 (Board Ops)
Date: Thursday, February 11, 2016 5:44:53 PM
Attachments: [FOIA16-013 Acknowledgement Ltr \(Deny Exp Proc and Fee Waiver and Scope request\) \(02092016\)\(esigned\).pdf](#)

Joan: updated per scoped request. You have my approval to say as follows. We can say "scoped" request is as follows, which is consistent with the our acknowledgment letter.

Hi Oanh,

We are in receipt of a FOIA request for documents for Board OPs. The scoped FOIA request is as follows -

- **1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing the Open Technology Fund;**
- **2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia mentioning or citing encrypted technology and communications;**
- **3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials mentioning or citing encrypted technology and communications.**
- **4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia mentioning or citing terrorism and/or the Islamic State**

For your reference, attached is a copy of the requester's letter.

Please e-mail the estimated search time it will take to look for the responsive documents. We will reach out to other BBG offices that we believe may also have responsive documents.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.

2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

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From: Andrew Krog
Sent: Wednesday, February 10, 2016 11:34 AM
To: David Kligerman; Joan Davis
Subject: Re: FOIA16-013 (Board Ops)

Dave,

A copy of the signed letter is in the FOIA's folder on the shared drive. I don't have access to it from home, but you or Joan can find it there.

Respectfully,

Drew

From: David Kligerman
Sent: Wednesday, February 10, 2016 11:26
To: Andrew Krog; Joan Davis
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Drew: Can I see a copy of the final letter that went out on this.

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Drew can confirm.

Dave

From: Joan Davis
Sent: Monday, February 8, 2016 6:11 PM
To: Oanh Tran
Cc: Rob M. Fallon; Andrew Krog; Chela Okonji
Subject: FOIA16-013 (Board Ops)

Hi Oanh,

We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: [Andrew Krog](#)
To: [David Kligerman](#); [Joan Davis](#)
Subject: Re: FOIA16-013 (Board Ops)
Date: Wednesday, February 10, 2016 11:34:00 AM

Dave,

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Drew can confirm.

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From: Joan Davis
Sent: Monday, February 8, 2016 6:11 PM

To: Oanh Tran
Cc: Rob M. Fallon; Andrew Krog; Chela Okonji
Subject: FOIA16-013 (Board Ops)

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We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

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2) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.

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Thank you in advance for your cooperation.

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: [David Kligerman](#)
To: [Andrew Krog](#); [Joan Davis](#)
Subject: FW: FOIA16-013 (Board Ops)
Date: Wednesday, February 10, 2016 11:26:36 AM

Drew: Can I see a copy of the final letter that went out on this.

Joan: I believe we will need to resend this request to Oahn and team, to reflect the updated and scoped request. My recollection is that the request was scoped so as to essentially be as follows:

1. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia specifically mentioning or citing the "Open Technology Fund";
2. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia specifically mentioning or citing encrypted technology and communications;
3. Copies of correspondence between Broadcasting Board of Governors Board Members and/or senior staff with State Department officials specifically mentioning or citing encrypted technology and communications;
4. Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff and Radio Free Asia specifically mentioning or citing terrorism and/or the Islamic State.

Drew can confirm.

Dave

From: Joan Davis
Sent: Monday, February 8, 2016 6:11 PM
To: Oanh Tran
Cc: Rob M. Fallon; Andrew Krog; Chela Okonji
Subject: FOIA16-013 (Board Ops)

Hi Oanh,

We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

- 1) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open**

Technology Fund.

- 2) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.**
- 3) Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.**

Attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Wednesday, February 17, 2016.**

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: [David Kligerman](#)
To: [Andrew Krog](#)
Subject: Re: lets discuss ... FW: FOIA16-013 (Board Ops)
Date: Monday, February 8, 2016 7:29:43 PM

Great. Thanks. Wasn't a typo or was this approved in part. Given that each of their 4 requests use the term "regarding" or "about," and in so far as we "determined that insofar as it seeks records "regarding" or "about" the four categories of records specified on page one of this letter it is not properly submitted," it is hard to see what remains as "properly submitted."

The full relevant paragraph is as follows:

Lastly, I have reviewed your request and determined that insofar as it seeks records "regarding" or "about" the four categories of records specified on page one of this letter it is not properly submitted under the FOIA. In order for a request to be considered properly filed under the FOIA, it must reasonably describe the records being sought with enough sufficiency to permit an agency to reasonably determine exactly which records are being requested and to locate such records with a reasonable amount of effort. While it is possible for Agency employees to locate records that specifically mention or cite the criteria outlined in the four categories of records as specified above, it is not possible for them to determine whether any given Agency record is "regarding" or "about" it sufficiently enough to be responsive to your request without spending an unreasonable amount of time researching and/or cross-referencing the record. The FOIA does not require agencies to have to guess or speculate whether a given record is or is not responsive to a request, nor must they spend excessive amounts of time searching through records attempting to match them to poorly defined requests. Accordingly, to the extent your request seeks records "regarding" or "about" the four categories of records specified above it is not properly submitted under the FOIA and the Agency is not obligated to search for any records that may be responsive to it. Instead, the Agency will only search for records that specifically mention or cite the criteria outlined in the four categories of records as specified above.

Sent from my iPhone

On Feb 8, 2016, at 7:18 PM, "Andrew Krog" (b) (6) wrote:

Sure, let me know when you're free tomorrow and we can discuss it.

Sent from my iPhone

On Feb 8, 2016, at 6:41 PM, David Kligerman <(b) (6)> wrote:

Drew: I was following up on this because a client (Rob Fallon) asked about this. I was able to get hold of the acknowledgment letter, and I believe there may be a typo.

The entire letter spells out many reasons to deny, and then we don't deny. Instead we say:

In summary, your scoped FOIA request has been accepted by the agency and will be processed according to normal agency policies and procedures. You may formally appeal the adverse determinations regarding your requests for expedited processing and/or waiver of fees, or the proper scope of your request. If you wish to appeal you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. You may deliver your appeal by mail or by fax to 202-203-4585. Currently, email appeals are not accepted.

Let's discuss. I have pulled the letter from going out, and it is on my desk. I don't want this to go out until we discuss.

Thanks, Dave

From: Joan Davis
Sent: Monday, February 8, 2016 6:11 PM
To: Oanh Tran
Cc: Rob M. Fallon; Andrew Krog; Chela Okonji
Subject: FOIA16-013 (Board Ops)

Hi Oanh,

We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

- 1) Copies of any correspondence between Broadcasting Board of Governors
board members and/or senior staff with officials
from Radio Free Asia regarding the Open
Technology Fund.**
- 2) Copies of any correspondence between
Broadcasting Board of Governors board members
and/or senior staff with officials from Radio Free Asia
regarding encrypted technology and
communications.**
- 3) Copies of any correspondence between Broadcasting
Board of Governors board members and/or senior
staff at State Department officials regarding**

encryption.

Attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Wednesday, February 17, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

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1. Estimate the time it will take to search and compile the requested documents.
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Joan

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r....pdf>

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<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: Andrew Krog
To: David Kligerman
Subject: Re: lets discuss ... FW: FOIA16-013 (Board Ops)
Date: Monday, February 8, 2016 7:18:08 PM

Sure, let me know when you're free tomorrow and we can discuss it.

Sent from my iPhone

On Feb 8, 2016, at 6:41 PM, David Kligerman <[REDACTED] (b) (6)> wrote:

Drew: I was following up on this because a client (Rob Fallon) asked about this. I was able to get hold of the acknowledgment letter, and I believe there may be a typo.

The entire letter spells out many reasons to deny, and then we don't deny. Instead we say:

In summary, your scoped FOIA request has been accepted by the agency and will be processed according to normal agency policies and procedures. You may formally appeal the adverse determinations regarding your requests for expedited processing and/or waiver of fees, or the proper scope of your request. If you wish to appeal you must send your appeal within thirty (30) calendar days from the date of this letter to the Chairperson, Access Appeal Committee, BBG, Suite 3349, 330 Independence Avenue, SW, Washington, DC 20237. You may deliver your appeal by mail or by fax to 202-203-4585. Currently, email appeals are not accepted.

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1) Copies of any correspondence between Broadcasting

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<FOIA16-013 Request.pdf>

<FOIA16-013_Paletta_GC Request (Board Ops)_02082016.doc>

From: [David Kligerman](#)
To: [Andrew Krog](#)
Subject: lets discuss ... FW: FOIA16-013 (Board Ops)
Date: Monday, February 8, 2016 6:41:19 PM
Attachments: [FOIA16-013 Acknowledgement Ltr \(Deny Exp Proc and Fee Waiver and Scope r....pdf](#)
[FOIA16-013 Request.pdf](#)
[FOIA16-013 Paletta GC Request \(Board Ops\) 02082016.doc](#)

Drew: I was following up on this because a client (Rob Fallon) asked about this. I was able to get hold of the acknowledgment letter, and I believe there may be a typo.

The entire letter spells out many reasons to deny, and then we don't deny. Instead we say:

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Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Qanh Tran](#)
Cc: [Rob M. Fallon](#); [Andrew Krog](#); [Chela Okonji](#)
Subject: FOIA16-013 (Board Ops)
Date: Monday, February 8, 2016 6:11:29 PM
Attachments: [FOIA16-013 Request.pdf](#)
[FOIA16-013 Paletta GC Request \(Board Ops\) 02082016.doc](#)

Hi Oanh,

We are in receipt of a FOIA request for documents from Board Ops. The FOIA requester is asking for -

- 1) **Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding the Open Technology Fund.**
- 2) **Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff with officials from Radio Free Asia regarding encrypted technology and communications.**
- 3) **Copies of any correspondence between Broadcasting Board of Governors board members and/or senior staff at State Department officials regarding encryption.**

Attached is a copy of the requester's letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Wednesday, February 17, 2016**.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

Instructions for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ - X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: Andrew Krog
To: [Joan Davis](#); [Chela Okonji](#)
Subject: FOIA16-013 - Acknowledgement Letter
Date: Monday, February 8, 2016 2:54:00 PM

I sent an acknowledgement letter to the requester today.

Respectfully,

Drew

From: [Chela Okonji](#)
To: [Andrew Krog](#); [Joan Davis](#)
Subject: NEW: FOIA16-013 Ready for review
Date: Monday, February 1, 2016 2:27:46 PM
Attachments: [FOIA16-013 Request.pdf](#)

Dear FOIA Team:

We received a new FOIA Request today. The request is attached for convenience. The Acknowledgment draft is available for review in the electronic file. Thank you.

Regards,
Chela Okonji
Paralegal (Contractor)
Broadcasting Board of Governors
Office of the General Counsel
330 Independence Ave., SW, Rm. 3349
Washington, DC 20237

(b) (6)

(b) (6)



330 Independence Ave.SW
Cohen Building, Room 3349
Washington, DC 20237

T 202.203.4550
F 202.203.4585

*Office of the General Counsel
Freedom of Information and Privacy Act Office*

February 11, 2016

Barry H. Bogrow
Federal Task Force Specialist
Coast to Coast
4277 Valley Fair Street
Simi Valley, CA 93063

RE: Request Pursuant to the Freedom of Information Act– FOIA #16-018

Dear Mr. Bogrow:

This letter is an acknowledgement of your Freedom of Information Act (FOIA) request dated February 5, 2016 to the Broadcasting Board of Governors (BBG), which the Agency received on February 8, 2016. In your request, you asked for an electronic copy of the releasable list of all government purchase cardholders in our department, including first name, last name, phone number, email address, mailing address, and activity.

For tracking purposes, your request has been assigned **Reference Number 16-018**. Please refer to this number in all future correspondence with our office regarding your request. Also, be advised that the Agency processes FOIA requests on a first in, first out basis.

Before we can begin processing your request I must ask you to clarify what you mean by “department” because the BBG is an independent Federal agency, not a department or bureau of a larger one. Thus, when requesting “purchase card holders in your department” are you seeking information just for individuals within the Agency’s FOIA office (to which you addressed your letter), or for card holders throughout the entire agency?

Please send your written response to me at the address or facsimile number listed above at your convenience. If you have any questions regarding your request, you may also call me at (202) 203-4550. Currently, inquiries are not accepted via E-mail.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. T. Krog', written over a horizontal line.

Andrew T. Krog
FOIA and Privacy Act Officer





330 Independence Ave.SW
 Cohen Building, Room 3349
 Washington, DC 20237

T 202.203.4550
 F 202.203.4585

*Office of the General Counsel
 Freedom of Information and Privacy Act Office*

April 14, 2016

Barry H. Bogrow
 Federal Task Force Specialist
 Coast to Coast Computer Products, Inc.
 4277 Valley Fair Street
 Simi Valley, CA 93063

RE: Request Pursuant to the Freedom of Information Act– FOIA #16-018

Dear Mr. Bogrow:

This letter is in response to your Freedom of Information Act (FOIA) clarification request dated February 18, 2016 to the Broadcasting Board of Governors (BBG), which the Agency received on the same day. In your request, you ask for an electronic copy of a list of Government purchase cardholders throughout BBG, including first and last name, phone number, e-mail and mailing address, and activity name. It is pertinent to note that BBG regulations only allow the remittance of these documents by fax, first class mail, or hand delivery.

The agency has completed its search for and review of documents responsive to your request. For purposes of assessing fees pursuant to the OMB fee guidelines your request was placed in Category I, the “commercial use” category. Consistent with Category I, you are to be charged to recover the full direct costs of the search for the requested documents, as well as their duplication. The cost breakdown for your request is itemized as follows:

Fees for search

Number of employees: 1	
GS-13 and above (\$20/hour x 1 hour)	\$20.00
Total search fees: \$20	

Fees for duplication

Total number of pages: 3	
Total duplication fees: (3 pages x \$0.15/page)	\$.45

<u>TOTAL FEES:</u>	\$20.45
---------------------------	----------------



Barry H. Bogrow
April 14, 2016
Page 2

If you are still interested in the requested materials, please submit a check for \$20.45 payable to the U.S. Treasury to this office within thirty (30) calendar days from the date of this letter. Please be advised that if you fail to respond within thirty days of this letter, we will assume you are no longer interested in pursuing your request and it will be closed.

If you have any questions regarding your request, please contact me at (202) 203-4550 or the Office of the General Counsel at the above address. Currently, inquiries are not accepted via E-mail.

Sincerely,


Andrew T. Krog
FOIA and Privacy Act Officer



FEB 8 2016 AM 8:30

February 5, 2016

Fax 202-203-4585

BBG FOIA Office
Room 3349
330 Independence Ave. SW
Washington, D.C. 20237
(202) 203-4550

To Whom It May Concern,

Under the Freedom of Information Act, 5 U.S.C. subsection 552, we are requesting an electronic copy of the releasable list of all Government purchase card holders in your department, including first name, last name, phone number, e-mail address, mailing address, and activity name, in Excel or PDF format, and sent via e-mail. This request is commercial in nature. Please supply these records without informing me of the cost if the fees do not exceed \$20, which we agree to pay. We do not require hard paper copy, nor do we require a copy on disc.

If you deny any part of this request, please cite each specific reason that you think justifies your refusal to release the information. Please notify me of appeal procedures available under the law.

If you have any questions processing this request, you may contact me at the following telephone number: 800-223-8890 ext. 608

Sincerely,

Barry N. Bagrow

Federal Task Force Specialist

Coast to Coast Computer Products, Inc. - SAM Registered Small Business

(b) (6)





Coast to Coast Computer Products
4277 Valley Fair Street
Simi Valley, CA 93063

FEB 18 2016 PM1:34

February 18, 2016
Fax 202-203-4585
Reference Number 16-018

BBG FOIA Office
Andrew T. Krog

Room 3349
330 Independence Ave. SW
Washington, D.C. 20237
(202) 203-4550

Dear Mr. Krog,

In response to you letter date February 11, 2016, I am sorry for the improper choice of words. Yes we are requesting the cardholders throughout your independent agency.

If you have any other questions processing this request, you may contact me at the following telephone number: 800-223-8890 ext.608

Sincerely,

A handwritten signature in black ink that reads "Barry N. Bagrow". The signature is written in a cursive style.

Barry N. Bagrow

Federal Task Force Specialist
Coast to Coast Computer Products, Inc. - SAM Registered Small Business



From: Gwen Bethany
To: Patricia Hargrave; Andrew Krog; Joan Davis; David Kligerman
Subject: FOIA16-018 Fee Letter
Date: Thursday, April 14, 2016 4:42:43 PM

FOIA Team,

FOIA16-018 Fee letter was mailed to the requester today.

Thanks,

Gwen

From: [Joan Davis](#)
To: [Chela Okonji](#); [Andrew Krog](#)
Cc: [Patricia Hargrave](#)
Subject: RE: Responsive Docs: FOIA16-018
Date: Tuesday, March 15, 2016 7:26:32 PM

Thank you.

From: Chela Okonji
Sent: Tuesday, March 15, 2016 11:14 AM
To: Andrew Krog; Joan Davis
Cc: Patricia Hargrave
Subject: Responsive Docs: FOIA16-018

Dear FOIA Team:

We received all responsive documents pertaining to this request. The documents are ready for review in the electronic folder. Thank you.

Regards,
Chela Okonji

From: Sheila Thurston Webb
Sent: Tuesday, March 15, 2016 10:32 AM
To: Chela Okonji
Cc: Joan Davis; Cherylynn Peters; Herman Shaw; James McGuirk; Brenda Dade; Sheila Thurston Webb
Subject: FOIA Request FOIA16-018

Good Afternoon Chela,

Per the attached FOIA request FOIA16-018, see the attached list of BBG's purchase card participants, locations and email addresses and completed Freedom of Information Act Request form. Please note: the following information is not kept on file and would require additional time and research; phone numbers, mailing addresses and activity names.

If you have any questions or concerns, please do not hesitate to contact Sheila Webb at (b) (6) or James McGuirk at (b) (6)

Thank you in advance.

Sheila L. Webb
Purchase Card Program Coordinator
Office of Contracts
330 Independence Avenue, S.W.
Cohen Bldg., Room 4360

Washington, DC 20237

(b) (6) (Phone)

(202) 382-7877 (Fax)

From: [Chela Okonji](#)
To: [Andrew Krog](#); [Joan Davis](#)
Cc: [Patricia Hargrave](#)
Subject: Responsive Docs: FOIA16-018
Date: Tuesday, March 15, 2016 11:13:32 AM
Attachments: [Fwd FOIA16-018 \(CON\).msg](#)
[FOIA Request 16-018 Form.pdf](#)
[Active Domestic and Overseas Purchase Cardholders List \(3-3-2016\) .xls](#)
[Active Domestic and Overseas Purchase Cardholders List \(3-3-2016\) .pdf](#)

Dear FOIA Team:

We received all responsive documents pertaining to this request. The documents are ready for review in the electronic folder. Thank you.

Regards,
Chela Okonji

From: Sheila Thurston Webb
Sent: Tuesday, March 15, 2016 10:32 AM
To: Chela Okonji
Cc: Joan Davis; Cherylynn Peters; Herman Shaw; James McGuirk; Brenda Dade; Sheila Thurston Webb
Subject: FOIA Request FOIA16-018

Good Afternoon Chela,

Per the attached FOIA request FOIA16-018, see the attached list of BBG's purchase card participants, locations and email addresses and completed Freedom of Information Act Request form. Please note: the following information is not kept on file and would require additional time and research; phone numbers, mailing addresses and activity names.

If you have any questions or concerns, please do not hesitate to contact Sheila Webb at (b) (6) or James McGuirk at (b) (6)

Thank you in advance.

Sheila L. Webb
Purchase Card Program Coordinator
Office of Contracts
330 Independence Avenue, S.W.
Cohen Bldg., Room 4360
Washington, DC 20237
(202) (b) (6) (Phone)
(202) 382-7877 (Fax)

From: [Chela Okonji](#)
To: [Andrew Krog](#); [Joan Davis](#)
Subject: RE: FOIA16-018
Date: Thursday, February 18, 2016 2:01:38 PM
Attachments: [FOIA16-018 Response to Ack Ltr 2.18.16.pdf](#)

Dear FOIA Team:

A response was received today in the matter FOIA16-018. Please see the attached document for your convenience. Thank you.

Regards,
Chela Okonji

From: Chela Okonji
Sent: Monday, February 08, 2016 10:24 AM
To: Andrew Krog; Joan Davis
Subject: NEW: FOIA16-018

Dear FOIA Team:

We received a new FOIA request today. The request and acknowledgement draft letter is attached for convenience. The acknowledgment draft is ready for review in the electronic file. Thank you.

Regards,
Chela Okonji
Paralegal (Contractor)
Broadcasting Board of Governors
Office of the General Counsel
330 Independence Ave., SW, Rm. 3349
Washington, DC 20237

(b) (6)

(b) (6)

From: Andrew Krog
To: [Joan Davis](#); [Chela Okonji](#)
Subject: FOIA16-018 - Acknowledgement Letter
Date: Thursday, February 11, 2016 12:52:00 PM

I sent an acknowledgement letter today and asked the requester to clarify his request. Please hold off on searching for responsive records until we receive his reply.

Thank you!

Respectfully,

Drew

From: [Chela Okonji](#)
To: [Andrew Krog](#); [Joan Davis](#)
Subject: NEW: FOIA16-018
Date: Monday, February 8, 2016 10:23:51 AM
Attachments: [FOIA16-018 Ack Ltr \(Draft\) 2.8.16.doc](#)
[FOIA16-018 Request 2.8.16.pdf](#)

Dear FOIA Team:

We received a new FOIA request today. The request and acknowledgement draft letter is attached for convenience. The acknowledgment draft is ready for review in the electronic file. Thank you.

Regards,
Chela Okonji
Paralegal (Contractor)
Broadcasting Board of Governors
Office of the General Counsel
330 Independence Ave., SW, Rm. 3349
Washington, DC 20237

(b) (6)

(b) (6)

FEB 16 2016 AM 10:35

To whom it may concern,

This is a non-commercial request made under the provisions of the Freedom of Information Act 5 U.S.C. S 552. My FOIA requester status as a "representative of the news media." I am a freelance television producer often working on documentaries related to my FOIA requests, my work is commonly featured throughout major news organizations, and I freelance writer for news sites as well. Examples can be given, if needed.

I prefer electronic delivery of the requested material either via email to john@greenewald.com or via CD-ROM or DVD via postal mail. Please contact me should this FOIA request should incur a charge.

I respectfully request a copy of records, electronic or otherwise, of all news stories printed from your archive, with the keyword, "UFO". Please only include stories that are searchable electronically.

Thank you so much for your time, and I am very much looking forward to your response.

Sincerely,



John Greenewald, Jr.

[REDACTED]

[REDACTED]

From: Pam Commerford
To: Andrew Krog
Cc: Andrew Marchesseault; Leonard Modzelesky
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 7:32:06 PM

Thanks for the follow up and keeping me in the loop.

Pam

Sent from my iPhone

On May 5, 2016, at 3:07 PM, Andrew Krog <(b) (6)> wrote:

Ah. I don't have QT, but as long as you say it's got video in there that's good enough for me to burn it to a CD/DVD and send it to the requester.

Thank you for your assistance!

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 3:06 PM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

If you open the file with QuickTime you should get both video and audio.

Andy

From: Andrew Krog
Sent: Thursday, May 05, 2016 2:57 PM
To: Andrew Marchesseault (b) (6) Pam Commerford
<(b) (6)>
Cc: Leonard Modzelesky (b) (6)
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

I'm able to access the file but it's only playing audio for me. Am I missing out on the video or was it originally just an audio file?

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 2:26 PM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Actually, look for "Copy of Drew Krog_UFO_PNN LATE NEWS 4 5 15_15488007"

From: Andrew Marchesseault
Sent: Thursday, May 05, 2016 2:20 PM
To: Andrew Krog <(b) (6)> Pam Commerford <(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

In a few minutes, you should see the file "Drew Krog_UFO_PNN LATE NEWS 4 5 15" pop into that folder. Once you see it, you can drag to your desktop, etc. Please confirm when you get it and let me know if you have any questions.

Best,
Andy

From: Andrew Krog
Sent: Thursday, May 05, 2016 12:38 PM
To: Andrew Marchesseault <(b) (6)> Pam Commerford <(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

I am! What's the next step?

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 11:04 AM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Are you able to access the Export to Portable Media folder I sent you yesterday?

Thanks,
Andy

From: Andrew Krog
Sent: Wednesday, May 04, 2016 10:01 AM
To: Andrew Marchesseault <(b) (6)> Pam Commerford
<(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

I'm teleworking and won't be able to test it today, but I'll check first thing tomorrow morning and let you know if I can.

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Wednesday, May 4, 2016 9:58
To: Pam Commerford; Andrew Krog
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Do you have a preferred shared folder? If not, please see if you can access the following network folder:

\\Bailey\ExportToPortableMedia

If you can open this, I'll plan on dropping the file in here.

Best,
Andy

From: Pam Commerford
Sent: Tuesday, May 03, 2016 5:14 PM
To: Andrew Krog <(b) (6)>
Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky
<(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Perfect.

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 5:13 PM

To: Pam Commerford <(b) (6)>

Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

FTP or shared drive would work. I'll put it on a CD/DVD to send the requester.

Sent from my iPhone

On May 3, 2016, at 4:41 PM, Pam Commerford <(b) (6)> wrote:

Drew – do you need it on a disk, or can we ftp or provide via an electronic method?

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 4:39 PM

To: Andrew Marchesseault <(b) (6)>

Cc: Leonard Modzelesky <(b) (6)> Pam

Commerford <(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

I can't get into Dalet, so whatever common format you can provide outside the system (wave or mpeg) would be good.

Respectfully,

Drew

Sent from my iPhone

On May 3, 2016, at 4:37 PM, Andrew Marchesseault

<(b) (6)> wrote:

Okay, I can do that.

Pam – is Drew able to access a file in Dalet or do I need to make it available to him outside of Dalet?

Also, Pam – I've been unable to login to Peach. Can you check the status of [REDACTED] (b) (6) (or possibly [REDACTED] (b) (6))? I think I may need to reset my password. Thanks.

From: Leonard Modzelesky
Sent: Tuesday, May 03, 2016 4:28 PM
To: Andrew Marchesseault
<[REDACTED] (b) (6)>
Cc: Pam Commerford <[REDACTED] (b) (6)>
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

Thanks,

Len

From: Pam Commerford
Sent: Tuesday, May 03, 2016 4:23 PM
To: Leonard Modzelesky <[REDACTED] (b) (6)>
Cc: Pam Commerford <[REDACTED] (b) (6)>
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Len –

See Drew's message below. Andy M did the research in this one – do you want to ask him to pull the story? Here is the citation that Andy found:

INTRO: NASA – UFO
PKG: NASA - UFO
Tech PGK for News NASA Saucer
TRT 210 AA
04/01/2015 CHYRONS:PKG
- 00000077 (Name Only) ...

He indicated it aired in

- PNN Late News 4 5 15
- PNN News Hour News Night 4 5 15

Thanks

Pam

From: Andrew Krog
Sent: Tuesday, May 03, 2016 11:10 AM
To: Pam Commerford <(b) (6)>
Cc: Andrew Cassells <(b) (6)> Joan Davis
<(b) (6)> Gwen Bethany <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM)

Pam,

Are the PNN stories still available online? If not, can we get digital copies of them (or just the scripts, if the shows themselves are not available)? The requester was asking for copies of the responsive stories.

We do not have to pull the scripts/stories for anything prior to June 2013 because the old version of Smith-Mundt still restricts us from releasing content created prior to that date. But since the PNN shows were after that, they're fair game for requesters.

Thank you!

Respectfully,

Drew

From: Pam Commerford
Sent: Thursday, March 10, 2016 2:06 PM
To: Joan Davis
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford
Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

I have attached the results of Andy Marchesseault's

research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed.

Please let me know if you need more information from us.

Thanks,
Pam

Pamela Commerford
Media Asset Management Branch Chief
Central Production Services Division
Voice of America

(b) (6)

From: Andrew Krog
To: Andrew Marchesseault; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 3:07:00 PM

Ah. I don't have QT, but as long as you say it's got video in there that's good enough for me to burn it to a CD/DVD and send it to the requester.

Thank you for your assistance!

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 3:06 PM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
If you open the file with QuickTime you should get both video and audio.
Andy

From: Andrew Krog
Sent: Thursday, May 05, 2016 2:57 PM
To: Andrew Marchesseault <(b) (6)> Pam Commerford <(b) (6)>
<(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
I'm able to access the file but it's only playing audio for me. Am I missing out on the video or was it originally just an audio file?
Respectfully,
Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 2:26 PM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Actually, look for "Copy of Drew Krog_UFO_PNN LATE NEWS 4 5 15_15488007"

From: Andrew Marchesseault
Sent: Thursday, May 05, 2016 2:20 PM
To: Andrew Krog <(b) (6)> Pam Commerford <(b) (6)>
<(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Drew,

In a few minutes, you should see the file "Drew Krog_UFO_PNN LATE NEWS 4 5 15" pop into that folder. Once you see it, you can drag to your desktop, etc. Please confirm when you get it and let me know if you have any questions.

Best,

Andy

From: Andrew Krog

Sent: Thursday, May 05, 2016 12:38 PM

To: Andrew Marchesseault [REDACTED] Pam Commerford

<[REDACTED]>

Cc: Leonard Modzelesky [REDACTED]

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

I am! What's the next step?

Respectfully,

Drew

From: Andrew Marchesseault

Sent: Thursday, May 5, 2016 11:04 AM

To: Andrew Krog; Pam Commerford

Cc: Leonard Modzelesky

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Are you able to access the Export to Portable Media folder I sent you yesterday?

Thanks,

Andy

From: Andrew Krog

Sent: Wednesday, May 04, 2016 10:01 AM

To: Andrew Marchesseault [REDACTED] Pam Commerford

<[REDACTED]>

Cc: Leonard Modzelesky [REDACTED]

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

I'm teleworking and won't be able to test it today, but I'll check first thing tomorrow morning and let you know if I can.

Respectfully,

Drew

From: Andrew Marchesseault

Sent: Wednesday, May 4, 2016 9:58

To: Pam Commerford; Andrew Krog

Cc: Leonard Modzelesky

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Do you have a preferred shared folder? If not, please see if you can access the following network folder:

\\Bailey\ExportToPortableMedia

If you can open this, I'll plan on dropping the file in here.

Best,

Andy

From: Pam Commerford

Sent: Tuesday, May 03, 2016 5:14 PM

To: Andrew Krog <(b) (6)>

Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Perfect.

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 5:13 PM

To: Pam Commerford <(b) (6)>

Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

FTP or shared drive would work. I'll put it on a CD/DVD to send the requester.

Sent from my iPhone

On May 3, 2016, at 4:41 PM, Pam Commerford <(b) (6)> wrote:

Drew – do you need it on a disk, or can we ftp or provide via an electronic method?

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From: Andrew Krog

Sent: Tuesday, May 03, 2016 4:39 PM

To: Andrew Marchesseault <(b) (6)>

Cc: Leonard Modzelesky <(b) (6)> Pam Commerford

<(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

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From: Leonard Modzelesky

Sent: Tuesday, May 03, 2016 4:28 PM

To: Andrew Marchesseault <(b) (6)>

Cc: Pam Commerford <(b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

Thanks,

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From: Pam Commerford

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To: Leonard Modzelesky <(b) (6)>

Cc: Pam Commerford <(b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

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TRT 210 AA

04/01/2015 CHYRONS:PKG

- 00000077 (Name Only) ...

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From: Andrew Krog

Sent: Tuesday, May 03, 2016 11:10 AM

To: Pam Commerford <(b) (6)>

Cc: Andrew Cassells <(b) (6)> Joan Davis

<(b) (6)> Gwen Bethany <(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM)

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Thank you!

Respectfully,

Drew

From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

I have attached the results of Andy Marchesseault's research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed. Please let me know if you need more information from us.

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Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: [Andrew Marchesseault](#)
To: [Andrew Krog](#); [Pam Commerford](#)
Cc: [Leonard Modzelesky](#)
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 3:05:52 PM

If you open the file with QuickTime you should get both video and audio.

Andy

From: Andrew Krog
Sent: Thursday, May 05, 2016 2:57 PM
To: Andrew Marchesseault ; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

I'm able to access the file but it's only playing audio for me. Am I missing out on the video or was it originally just an audio file?

Respectfully,

Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 2:26 PM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Actually, look for "Copy of Drew Krog_UFO_PNN LATE NEWS 4 5 15_15488007"

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Sent: Thursday, May 05, 2016 2:20 PM
To: Andrew Krog <(b) (6)> Pam Commerford <(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

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Respectfully,

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From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 11:04 AM

To: Andrew Krog; Pam Commerford

Cc: Leonard Modzelesky

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Are you able to access the Export to Portable Media folder I sent you yesterday?

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Sent: Wednesday, May 04, 2016 10:01 AM

To: Andrew Marchesseault <(b) (6)> Pam Commerford

<(b) (6)>

Cc: Leonard Modzelesky <(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

I'm teleworking and won't be able to test it today, but I'll check first thing tomorrow morning and let you know if I can.

Respectfully,

Drew

From: Andrew Marchesseault

Sent: Wednesday, May 4, 2016 9:58

To: Pam Commerford; Andrew Krog

Cc: Leonard Modzelesky

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Do you have a preferred shared folder? If not, please see if you can access the following network folder:

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If you can open this, I'll plan on dropping the file in here.

Best,

Andy

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Sent: Tuesday, May 03, 2016 5:14 PM

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Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Perfect.

Thanks

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Cc: Pam Commerford <[REDACTED] (b) (6)>

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Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

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I have attached the results of Andy Marchesseault's research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed.

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Pam
Pamela Commerford
Media Asset Management Branch Chief
Central Production Services Division
Voice of America

(b) (6)

From: [Andrew Krog](#)
To: [Andrew Marchesseault](#); [Pam Commerford](#)
Cc: [Leonard Modzelesky](#)
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 2:56:00 PM

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(b) (6)
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To: [Andrew Krog](#); [Pam Commerford](#)
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Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 2:19:33 PM

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From: Andrew Marchesseault
Sent: Wednesday, May 4, 2016 9:58
To: Pam Commerford; Andrew Krog
Cc: Leonard Modzelesky

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,

Do you have a preferred shared folder? If not, please see if you can access the following network folder:

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If you can open this, I'll plan on dropping the file in here.

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From: Pam Commerford

Sent: Tuesday, May 03, 2016 5:14 PM

To: Andrew Krog <(b) (6)>

Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Perfect.

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 5:13 PM

To: Pam Commerford <(b) (6)>

Cc: Andrew Marchesseault <(b) (6)> Leonard Modzelesky

<(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

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Cc: Leonard Modzelesky <(b) (6)> Pam Commerford

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From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

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Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: [Andrew Krog](#)
To: [Andrew Marchesseault](#); [Pam Commerford](#)
Cc: [Leonard Modzelesky](#)
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Thursday, May 5, 2016 12:38:00 PM

I am! What's the next step?

Respectfully,
Drew

From: Andrew Marchesseault
Sent: Thursday, May 5, 2016 11:04 AM
To: Andrew Krog; Pam Commerford
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video

Drew,
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From: Andrew Krog
Sent: Wednesday, May 04, 2016 10:01 AM
To: Andrew Marchesseault (b) (6); Pam Commerford
<(b) (6)>

Cc: Leonard Modzelesky (b) (6)
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

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Voice of America

(b) (6)

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Central Production Services Division

Voice of America

(b) (6)

[Redacted]

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Voice of America

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Central Production Services Division

Voice of America

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[REDACTED]

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Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Tuesday, May 3, 2016 5:13:47 PM

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To: Andrew Marchesseault <(b) (6)>
Cc: Leonard Modzelesky <(b) (6)>, Pam Commerford <(b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

I can't get into Dalet, so whatever common format you can provide outside the system (wave or mpeg) would be good.

Respectfully,

Drew

Sent from my iPhone

On May 3, 2016, at 4:37 PM, Andrew Marchesseault <(b) (6)> wrote:

Okay, I can do that.

Pam – is Drew able to access a file in Dalet or do I need to make it available to him outside of Dalet?

Also, Pam – I've been unable to login to Peach. Can you check the status of (b) (6) (or possibly (b) (6))?
)? I think I may need to reset my password. Thanks.

From: Leonard Modzelesky

Sent: Tuesday, May 03, 2016 4:28 PM

To: Andrew Marchesseault <[REDACTED] (b) (6)>

Cc: Pam Commerford <[REDACTED] (b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

Thanks,

Len

From: Pam Commerford

Sent: Tuesday, May 03, 2016 4:23 PM

To: Leonard Modzelesky <[REDACTED] (b) (6)>

Cc: Pam Commerford <[REDACTED] (b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Len –

See Drew's message below. Andy M did the research in this one – do you want to ask him to pull the story? Here is the citation that Andy found:

INTRO: NASA – UFO

PKG: NASA - UFO

Tech PGK for News NASA Saucer

TRT 210 AA

04/01/2015 CHYRONS:PKG

- 00000077 (Name Only) ...

He indicated it aired in

- PNN Late News 4 5 15
- PNN News Hour News Night 4 5 15

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 11:10 AM

To: Pam Commerford <[REDACTED] (b) (6)>

Cc: Andrew Cassells <[REDACTED] (b) (6)> Joan Davis

<[REDACTED] (b) (6)> Gwen Bethany <[REDACTED] (b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM)

Pam,

Are the PNN stories still available online? If not, can we get digital copies of them (or just the scripts, if the shows themselves are not available)?

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We do not have to pull the scripts/stories for anything prior to June 2013 because the old version of Smith-Mundt still restricts us from releasing content created prior to that date. But since the PNN shows were after that, they're fair game for requesters.

Thank you!

Respectfully,

Drew

From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

I have attached the results of Andy Marchesseault's research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed.

Please let me know if you need more information from us.

Thanks,

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: Andrew Krog
To: Pam Commerford
Cc: Andrew Marchesseault; Leonard Modzelesky
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Tuesday, May 3, 2016 5:12:47 PM

FTP or shared drive would work. I'll put it on a CD/DVD to send the requester.

Sent from my iPhone

On May 3, 2016, at 4:41 PM, Pam Commerford <[REDACTED] (b) (6)> wrote:

Drew – do you need it on a disk, or can we ftp or provide via an electronic method?

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 4:39 PM

To: Andrew Marchesseault <[REDACTED] (b) (6)>

Cc: Leonard Modzelesky <[REDACTED] (b) (6)> Pam Commerford

<[REDACTED] (b) (6)>

Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

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From: Leonard Modzelesky

Sent: Tuesday, May 03, 2016 4:28 PM

To: Andrew Marchesseault <[REDACTED] (b) (6)>

Cc: Pam Commerford <[REDACTED] (b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

Thanks,

Len

From: Pam Commerford

Sent: Tuesday, May 03, 2016 4:23 PM

To: Leonard Modzelesky <(b) (6)>

Cc: Pam Commerford <(b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

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See Drew's message below. Andy M did the research in this one – do you want to ask him to pull the story? Here is the citation that Andy found:

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<!--[if !supportLists]-->• <!--[endif]-->PNN Late News 4 5 15

<!--[if !supportLists]-->• <!--[endif]-->PNN News Hour News Night 4 5

15

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 11:10 AM

To: Pam Commerford <(b) (6)>

Cc: Andrew Cassells <(b) (6)> Joan Davis

<(b) (6)> Gwen Bethany <(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM)

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Drew

From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

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Thanks,

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: Pam Commerford
To: Andrew Krog; Andrew Marchesseault
Cc: Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Tuesday, May 3, 2016 4:41:11 PM

Drew – do you need it on a disk, or can we ftp or provide via an electronic method?

Thanks

Pam

From: Andrew Krog
Sent: Tuesday, May 03, 2016 4:39 PM
To: Andrew Marchesseault
Cc: Leonard Modzelesky ; Pam Commerford
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video

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From: Leonard Modzelesky
Sent: Tuesday, May 03, 2016 4:28 PM
To: Andrew Marchesseault <[REDACTED] (b) (6)>
Cc: Pam Commerford <[REDACTED] (b) (6)>
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

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Len

From: Pam Commerford
Sent: Tuesday, May 03, 2016 4:23 PM
To: Leonard Modzelesky <[REDACTED] (b) (6)>
Cc: Pam Commerford <[REDACTED] (b) (6)>
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

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Thanks

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From: Andrew Krog

Sent: Tuesday, May 03, 2016 11:10 AM

To: Pam Commerford <(b) (6)>

Cc: Andrew Cassells <(b) (6)> Joan Davis <(b) (6)> Gwen Bethany <(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM)

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From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

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Please let me know if you need more information from us.

Thanks,

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (5)

From: [Andrew Krog](#)
To: [Andrew Marchesseault](#)
Cc: [Leonard Modzelesky](#); [Pam Commerford](#)
Subject: Re: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Tuesday, May 3, 2016 4:39:13 PM

I can't get into Dalet, so whatever common format you can provide outside the system (wave or mpeg) would be good.

Respectfully,

Drew

Sent from my iPhone

On May 3, 2016, at 4:37 PM, Andrew Marchesseault <[REDACTED] (b) (6)> wrote:

Okay, I can do that.

Pam – is Drew able to access a file in Dalet or do I need to make it available to him outside of Dalet?

Also, Pam – I've been unable to login to Peach. Can you check the status of

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From: Leonard Modzelesky

Sent: Tuesday, May 03, 2016 4:28 PM

To: Andrew Marchesseault <[REDACTED] (b) (6)>

Cc: Pam Commerford <[REDACTED] (b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

Thanks,

Len

From: Pam Commerford

Sent: Tuesday, May 03, 2016 4:23 PM

To: Leonard Modzelesky <[REDACTED] (b) (6)>

Cc: Pam Commerford <[REDACTED] (b) (6)>

Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Len –

See Drew's message below. Andy M did the research in this one – do you want to ask him to pull the story? Here is the citation that Andy found:

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Tech PGK for News NASA Saucer

TRT 210 AA

04/01/2015 CHYRONS:PKG

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He indicated it aired in

<!--[if !supportLists]-->•<!--[endif]-->PNN Late News 4 5 15

<!--[if !supportLists]-->•<!--[endif]-->PNN News Hour News Night 4 5 15

Thanks

Pam

From: Andrew Krog

Sent: Tuesday, May 03, 2016 11:10 AM

To: Pam Commerford <(b) (6)>

Cc: Andrew Cassells <(b) (6)> Joan Davis <(b) (6)> Gwen Bethany <(b) (6)>

Subject: RE: FOIA16-019 (VOA - OCM)

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Thank you!

Respectfully,

Drew

From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

I have attached the results of Andy Marchesseault's research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed.

Please let me know if you need more information from us.

Thanks,

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: [Andrew Marchesseault](#)
To: [Leonard Modzelesky](#)
Cc: [Pam Commerford](#); [Andrew Krog](#)
Subject: RE: FOIA16-019 (VOA - OCM) - Request for the actual video
Date: Tuesday, May 3, 2016 4:37:37 PM

Okay, I can do that.

Pam – is Drew able to access a file in Dalet or do I need to make it available to him outside of Dalet?
Also, Pam – I’ve been unable to login to Peach. Can you check the status of
(b) (6) (or possibly (b) (6))? I think I may need to reset
my password. Thanks.

From: Leonard Modzelesky
Sent: Tuesday, May 03, 2016 4:28 PM
To: Andrew Marchesseault
Cc: Pam Commerford
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

Hi Andy:

Please make the requested video available for Drew. Check with Pam if you have any questions.

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Len

From: Pam Commerford
Sent: Tuesday, May 03, 2016 4:23 PM
To: Leonard Modzelesky <(b) (6)>
Cc: Pam Commerford <(b) (6)>
Subject: FW: FOIA16-019 (VOA - OCM) - Request for the actual video

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To: Pam Commerford <(b) (6)>
Cc: Andrew Cassells <(b) (6)> Joan Davis <(b) (6)> Gwen Bethany
<(b) (6)>
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Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

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Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: Pam Commerford
To: Andrew Krog
Cc: Andrew Cassells; Joan Davis; Gwen Bethany
Subject: RE: FOIA16-019 (VOA - OCM)
Date: Tuesday, May 3, 2016 4:15:05 PM

Hi Drew –

The story should still be in the system - It's just one story, repeated in 2 shows.

Will let you know when we have it.

Thanks

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

From: Andrew Krog
Sent: Tuesday, May 03, 2016 11:10 AM
To: Pam Commerford
Cc: Andrew Cassells ; Joan Davis ; Gwen Bethany
Subject: RE: FOIA16-019 (VOA - OCM)

Pam,

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From: Pam Commerford
Sent: Thursday, March 10, 2016 2:06 PM
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Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford
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Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

(b) (6)

(b) (6)

From: Joan Davis

Sent: Thursday, March 03, 2016 4:26 PM

To: Pam Commerford

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave

Subject: FOIA16-019 (VOA - OCM)

Importance: High

Hi Pam,

We are in receipt of a FOIA request for documents from the VOA. The FOIA requester is asking for the following –

“a copy of records, electronic or otherwise, of all news stories printed from your archive, with the keyword, ‘UFO’.”

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by

Thursday, March 10, 2016.

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

Phone: (202) (b) (6)

Fax: (202) 203-4585

NOTICE: This e-mail message contains confidential, privileged information intended solely for the addressee. Please do not forward this message without permission. If you have received this in error, please delete the erroneously received message from any devices/media where the message is stored.

From: [Andrew Krog](#)
To: [Pam Commerford](#)
Cc: [Andrew Cassells](#); [Joan Davis](#); [Gwen Bethany](#)
Subject: RE: FOIA16-019 (VOA - OCM)
Date: Tuesday, May 3, 2016 11:10:00 AM

Pam,

Are the PNN stories still available online? If not, can we get digital copies of them (or just the scripts, if the shows themselves are not available)? The requester was asking for copies of the responsive stories.

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Drew

From: Pam Commerford
Sent: Thursday, March 10, 2016 2:06 PM
To: Joan Davis
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford
Subject: RE: FOIA16-019 (VOA - OCM)

Hi Joan –

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Thanks,

Pam

*Pamela Commerford
Media Asset Management Branch Chief
Central Production Services Division
Voice of America*

[REDACTED]

From: Joan Davis
Sent: Thursday, March 03, 2016 4:26 PM
To: Pam Commerford
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave
Subject: FOIA16-019 (VOA - OCM)
Importance: High

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Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED] (b) (6)
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From: [Joan Davis](#)
To: [Pam Commerford](#)
Cc: [Andrew Cassells](#); [Patricia Hargrave](#); [Andrew Krog](#)
Subject: RE: FOIA16-019 (VOA - OCM) RESPONSIVE DOCS REC"D on 3/10/16
Date: Tuesday, March 15, 2016 10:01:54 PM

Hi Pam,

Thank you for providing the responsive documents to the above FOIA request.

Joan

From: Pam Commerford

Sent: Thursday, March 10, 2016 2:06 PM

To: Joan Davis

Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford

Subject: RE: FOIA16-019 (VOA - OCM)

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Central Production Services Division

Voice of America

[REDACTED]

[REDACTED]

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Cc: Chela Okonji; Andrew Krog; Patricia Hargrave

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From: [Chela Okonji](#)
To: [Andrew Krog](#); [Joan Davis](#)
Cc: [Patricia Hargrave](#)
Subject: Responsive Docs - FOIA16-019
Date: Monday, March 14, 2016 10:12:00 AM

Dear FOIA Team:

We received all responsive documents pertaining to this request. The documents are ready for review in the electronic folder. Thank you.

Regards,

Chela Okonji

From: Chela Okonji

Sent: Tuesday, February 16, 2016 2:39 PM

To: Andrew Krog; Joan Davis

Subject: NEW: FOIA16-019

Dear FOIA Team:

We received a new FOIA request today. The request and acknowledgement draft letter is attached for convenience. The acknowledgment draft is ready for review in the electronic file. Thank you.

Regards,

Chela Okonji

Paralegal (Contractor)

Broadcasting Board of Governors

Office of the General Counsel

330 Independence Ave., SW, Rm. 3349

Washington, DC 20237

(202 (b) (6))

(b) (6)

From: Pam Commerford
To: Joan Davis
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave; Andrew Cassells; Pam Commerford
Subject: RE: FOIA16-019 (VOA - OCM)
Date: Thursday, March 10, 2016 2:05:51 PM
Attachments: FOIA16-019 Greenwald GC Request (VOA-OCM) 03032016.doc
FOIA_UFO_ZEALAND_UFOS.docx
FOIA_UFO_VLSNET_titles.pdf
FOIA_UFO_Search_Summary_3-10-2016.docx

Hi Joan –

I have attached the results of Andy Marchesseault’s research. We have the script for the PNN story in Farsi, if wanted, but it is not included in the attached packet. We have 3 out of the 5 the video stories, if needed.

Please let me know if you need more information from us.

Thanks,

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

[REDACTED]

[REDACTED]

From: Joan Davis
Sent: Thursday, March 03, 2016 4:26 PM
To: Pam Commerford
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave
Subject: FOIA16-019 (VOA - OCM)
Importance: High

Hi Pam,

We are in receipt of a FOIA request for documents from the VOA. The FOIA requester is asking for the following –

“a copy of records, electronic or otherwise, of all news stories printed from your archive, with the keyword, ‘UFO’.”

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Thursday, March 10, 2016.**

IMPORTANT: If you have no responsive documents to this request, please send a written statement letting us know.

INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any

communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS

Ethics, FOIA/Privacy Act Officer

Broadcasting Board of Governors

Office of the General Counsel

Phone: (202) (b) (6)

Fax: (202) 203-4585

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From: Pam Commerford
To: Chela Okonji
Cc: Andrew Krog; Joan Davis; Leonard Modzelesky
Subject: RE: FOIA16-019 (VOA - OCM)
Date: Monday, March 7, 2016 1:31:09 PM

Hi Chela –

It will take a GS-1412-12 roughly 1 – 2 hours to search and review and assemble the documents requested.

Thank you

Pam

Pamela Commerford

Media Asset Management Branch Chief

Central Production Services Division

Voice of America

[REDACTED]

[REDACTED]

From: Joan Davis
Sent: Thursday, March 03, 2016 4:26 PM
To: Pam Commerford
Cc: Chela Okonji; Andrew Krog; Patricia Hargrave
Subject: FOIA16-019 (VOA - OCM)
Importance: High

Hi Pam,

We are in receipt of a FOIA request for documents from the VOA. The FOIA requester is asking for the following –

“a copy of records, electronic or otherwise, of all news stories printed from your archive, with the keyword, ‘UFO’.”

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Thursday, March 10, 2016.**

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INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at [REDACTED] (b) (6) and copy (cc) Joan Davis at [REDACTED] (b) (6) and Andrew Krog at [REDACTED] (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
Ethics, FOIA/Privacy Act Officer
Broadcasting Board of Governors
Office of the General Counsel
Phone: (202) [REDACTED]
Fax: (202) 203-4585

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From: [Joan Davis](#)
To: [Pam Commerford](#)
Cc: [Chela Okonji](#); [Andrew Krog](#); [Patricia Hargrave](#)
Subject: FOIA16-019 (VOA - OCM)
Date: Thursday, March 3, 2016 4:26:10 PM
Attachments: [FOIA16-019 Request 2.16.16.pdf](#)
[FOIA16-019 Greenwald GC Request \(VOA-OCM\) 03032016.doc](#)
Importance: High

Hi Pam,

We are in receipt of a FOIA request for documents from the VOA. The FOIA requester is asking for the following –

“a copy of records, electronic or otherwise, of all news stories printed from your archive, with the keyword, ‘UFO’.”

Attached is a copy of the requester’s letter. Please e-mail the estimated search time it will take to look for the responsive documents. The responsive documents are due to OGC by **Thursday, March 10, 2016.**

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INSTRUCTIONS for a FOIA search:

1. Estimate the time it will take to search and compile the requested documents.
2. Send an e-mail with estimated search time to **Chela Okonji** at (b) (6) and copy (cc) Joan Davis at (b) (6) and Andrew Krog at (b) (6)

Example: It will take

GS _____ – X hrs. to do search and review of documents.

Once the search begins, you are required to record the search process (see attached Document Request Form - DRF). On the Document Request Form, please indicate grade, the records searched (i.e., hard files, electronic files, database, e-mails, telephone logs and any communication log, etc.), and the time it took to complete the search. This information is necessary, as the agency must maintain records of all FOIA searches.

Thank you in advance for your cooperation.

Joan

JOAN C. DAVIS
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From: [Andrew Krog](#)
To: [Joan Davis](#)
Cc: [Chela Okonji](#)
Subject: FOIA16-019
Date: Friday, February 26, 2016 12:44:00 PM

Joan,

I doubt we can comply with this request because I don't think it's even possible for us to search our programming archives by keyword like that, let alone the actual programs themselves. If you can get someone from VOA (Pam Commorford, maybe?) to confirm that we can't search our archives by keyword then I can deny the request outright.

Thank you!

Respectfully,

Drew

From: Chela Okonji
To: [Andrew Krog](#); [Joan Davis](#)
Subject: NEW: FOIA16-019
Date: Tuesday, February 16, 2016 2:39:33 PM
Attachments: [FOIA16-019 Request 2.16.16.pdf](#)
[FOIA16-019 Ack Ltr \(Draft\) 2.16.16.doc](#)

Dear FOIA Team:

We received a new FOIA request today. The request and acknowledgement draft letter is attached for convenience. The acknowledgment draft is ready for review in the electronic file. Thank you.

Regards,

Chela Okonji

Paralegal (Contractor)

Broadcasting Board of Governors

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330 Independence Ave., SW, Rm. 3349

Washington, DC 20237

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