

**Month-at-a-Glance Report**

Inventory Group	FOIA Receipts		FOIA Single Stakeholder Receipts		FOIA Complex Receipts				
	Month	FYTD	Month	FYTD	Month	FYTD			
TOTAL	745	6450	700	5695	45	750			
HQ	0	0	0	0	0	0			
East	410	3251	380	2825	30	426			
West	333	3194	318	2870	15	324			
DO-01	76	665	75	631	1	34			
DO-02	41	474	35	376	6	98			
DO-05	96	837	82	696	14	141			
DO-07	87	767	80	644	7	123			
DO-08	110	508	108	478	2	30			
DO-09	103	1059	97	916	6	143			
DO-10	73	501	68	462	5	39			
DO-12	88	703	87	669	1	34			
DO-13	31	391	28	312	3	79			
DO-14	38	540	38	511	0	29			

Inventory Group	FOIA Closures		FOIA Single Stakeholder Closures		FOIA Complex Closures				
	Month	FYTD	Month	FYTD	Month	FYTD			
TOTAL	733	6333	643	5558	90	772			
HQ	0	1	0	1	0	0			
East	400	3187	356	2780	44	407			
West	333	3142	287	2777	46	365			
DO-01	71	672	65	632	6	40			
DO-02	55	457	49	374	6	83			
DO-05	83	819	69	699	14	120			
DO-07	116	757	100	635	16	122			
DO-08	75	482	73	440	2	42			
DO-09	103	1057	89	898	14	159			
DO-10	69	483	58	432	11	51			
DO-12	69	657	63	623	6	34			
DO-13	50	410	37	321	13	89			
DO-14	42	535	40	503	2	32			

**Month-at-a-Glance Report**

Cycle Days Group	FOIA		FOIA Single Stakeholder Cycle		FOIA Complex Cycle Days				
	Cycle Days		Days		Month	YTD†			
	Month	YTD†	Month	YTD†					
TOTAL	26	29	18	20	83	85			
HQ	0	175	0	67	0	256			
East	23	27	16	21	77	68			
West	30	28	20	19	90	90			
DO-01	28	31	20	25	120	122			
DO-02	32	35	19	24	138	87			
DO-05	26	22	17	19	69	49			
DO-07	17	21	14	16	39	46			
DO-08	17	31	15	25	114	92			
DO-09	20	19	15	16	53	34			
DO-10	37	40	21	19	119	271			
DO-12	21	24	16	19	71	98			
DO-13	47	44	20	22	122	105			
DO-14	34	26	34	22	35	76			

Case Timeliness Group	FOIA		FOIA Single Stakeholder		FOIA Complex				
	Timeliness		Timeliness		Month	YTD†			
	Month	YTD†	Month	YTD†					
TOTAL	78.0%	76.0%	83.8%	81.7%	36.7%	38.2%			
HQ	0.0%	39.7%	0.0%	44.4%	0.0%	36.1%			
East	81.5%	76.6%	86.5%	81.8%	40.9%	40.1%			
West	73.9%	76.0%	80.5%	81.9%	32.6%	36.5%			
DO-01	77.5%	76.2%	80.0%	80.6%	50.0%	8.9%			
DO-02	78.2%	68.7%	83.7%	78.3%	33.3%	20.6%			
DO-05	74.7%	78.9%	82.6%	82.8%	35.7%	52.1%			
DO-07	89.7%	81.7%	96.0%	86.8%	50.0%	56.1%			
DO-08	82.7%	73.1%	84.9%	77.7%	0.0%	30.6%			
DO-09	84.5%	83.7%	88.8%	87.4%	57.1%	66.2%			
DO-10	69.6%	76.7%	74.1%	81.5%	45.5%	23.3%			
DO-12	81.2%	78.2%	88.9%	81.9%	0.0%	20.0%			
DO-13	64.0%	59.7%	83.8%	79.1%	7.7%	7.2%			
DO-14	54.8%	71.6%	55.0%	74.8%	50.0%	23.3%			

† YTD is based on a 12-month rolling average.

**Month-at-a-Glance Report**

Time Applied Group	FOIA Time Applied		FOIA Single Stakeholder Time Applied		FOIA Complex Time Applied Month				
	Month	YTD†	Month	YTD†	Month	YTD†			
TOTAL	8.4	9.5	6.1	6.6	25.2	28.7			
HQ	0.0	16.4	0.0	6.1	0.0	24.0			
East	6.7	8.8	5.0	6.3	20.0	25.9			
West	10.5	10.2	7.4	7.0	30.1	31.7			
DO-01	7.3	9.1	5.5	5.8	26.8	59.3			
DO-02	7.9	9.0	5.9	6.8	24.2	20.0			
DO-05	6.9	7.4	5.2	6.0	15.3	17.3			
DO-07	6.3	8.9	4.1	5.8	20.1	23.8			
DO-08	5.4	10.3	5.0	8.0	19.8	31.7			
DO-09	7.1	6.2	5.2	4.8	19.6	12.5			
DO-10	13.3	13.2	11.3	7.5	23.8	77.0			
DO-12	9.2	11.1	5.3	6.6	49.9	81.2			
DO-13	14.7	15.4	5.9	10.9	40.1	27.5			
DO-14	11.4	9.4	11.2	7.9	14.8	32.7			

Note: Time Applied is the average hours applied by caseworkers per case.

Case Milestones Group	FOIA Case Entry to Case Assignment Month	
	Month	YTD†
TOTAL	6.7	5.9
HQ	0.0	2.3
East	5.8	4.9
West	7.9	6.9
DO-01	13.0	9.4
DO-02	1.8	3.1
DO-05	5.1	4.3
DO-07	5.7	3.2
DO-08	3.8	4.3
DO-09	8.8	6.4
DO-10	4.5	4.7
DO-12	11.5	10.2
DO-13	3.7	4.0
DO-14	8.6	8.3

FOIA Case Assignment to First Touch	
Month	YTD†
16.7	21.6
0.0	23.9
18.1	21.9
14.7	21.3
19.3	24.9
10.5	20.8
20.7	22.3
19.6	20.7
14.6	20.8
21.0	20.9
14.0	17.3
14.6	20.5
6.9	26.3
16.1	22.4

FOIA First Touch to Records Ordered	
Month	YTD†
12.9	29.7
0.0	65.7
11.7	30.7
14.5	28.5
9.8	37.5
17.0	41.0
8.9	31.0
17.4	24.7
10.1	21.9
7.8	29.1
8.8	17.7
10.6	28.0
26.8	40.6
24.8	28.9

FOIA Case Entry to Records Ordered	
Month	YTD†
37.4	58.2
0.0	92.7
36.3	58.1
39.0	58.2
41.4	74.4
30.7	65.5
35.6	58.0
43.4	48.7
27.6	47.7
40.0	58.3
28.4	40.7
41.0	60.6
39.4	71.4
53.4	62.4

Note: Case Milestones are the average working hours per case between milestones (based on 8:00 AM - 4:30 PM working hours).  
 Case Entry to Records Ordered only applies to cases where records were actually ordered.  
 † YTD is based on a 12-month rolling average.

**Month-at-a-Glance Report**

FOIA Disposition as Pct of Closures	Grant		Partial Denial		Denial		No Records		Duplicate	
	Month	YTD†	Month	YTD†	Month	YTD†	Month	YTD†	Month	YTD†
<b>TOTAL</b>	30.9%	26.2%	26.0%	27.3%	3.4%	1.5%	8.4%	12.2%	2.9%	2.6%
<b>HQ</b>	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>East</b>	29.3%	28.0%	23.5%	27.5%	3.3%	1.3%	7.8%	9.9%	4.3%	3.7%
<b>West</b>	31.0%	24.5%	28.9%	27.2%	3.3%	1.8%	10.2%	14.5%	1.5%	1.6%
<b>DO-01</b>	43.7%	28.6%	26.8%	23.7%	4.2%	1.0%	2.8%	16.7%	2.8%	2.1%
<b>DO-02</b>	25.5%	30.2%	25.5%	31.5%	3.6%	2.4%	9.1%	6.3%	1.8%	3.1%
<b>DO-05</b>	26.5%	24.1%	21.7%	29.9%	6.0%	1.0%	4.8%	9.4%	4.8%	5.0%
<b>DO-07</b>	24.1%	26.7%	26.7%	29.5%	2.6%	1.6%	12.9%	7.9%	2.6%	2.0%
<b>DO-08</b>	29.3%	33.8%	16.0%	21.6%	0.0%	0.4%	6.7%	7.5%	9.3%	7.1%
<b>DO-09</b>	28.4%	22.3%	22.5%	21.2%	4.9%	1.4%	12.7%	25.8%	1.0%	1.6%
<b>DO-10</b>	31.9%	31.7%	31.9%	30.0%	8.7%	2.1%	13.0%	9.7%	0.0%	2.5%
<b>DO-12</b>	29.0%	22.1%	21.7%	25.1%	0.0%	0.9%	8.7%	10.0%	4.3%	2.1%
<b>DO-13</b>	34.0%	21.7%	30.0%	34.9%	0.0%	1.5%	12.0%	7.3%	2.0%	0.7%
<b>DO-14</b>	35.7%	27.3%	50.0%	32.9%	0.0%	3.7%	0.0%	7.7%	0.0%	0.6%

FOIA YTD† Disposition as Pct of Closures	Imperfect		Imperfect Processed as (6103)		Request Withdrawn		Routine Procedure		Closed Prior to Determination		Closed Prior to Initial Determination	
	Month	YTD†	Month	YTD†	Month	YTD†	Month	YTD†	Month	YTD†	Month	YTD†
<b>TOTAL</b>	15.4%	15.7%	0.2%	0.2%	1.3%	1.8%	10.1%	9.7%	0.6%	0.7%	0.8%	2.0%
<b>HQ</b>	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%
<b>East</b>	18.0%	15.0%	0.3%	0.3%	1.0%	1.5%	11.8%	10.2%	0.8%	0.6%	0.3%	2.2%
<b>West</b>	12.7%	16.4%	0.3%	0.2%	1.8%	2.1%	8.1%	9.2%	0.3%	0.9%	1.8%	1.7%
<b>DO-01</b>	9.9%	10.0%	0.0%	0.1%	1.4%	1.9%	7.0%	7.9%	1.4%	0.9%	0.0%	7.0%
<b>DO-02</b>	20.0%	17.1%	0.0%	0.0%	0.0%	0.7%	14.5%	8.3%	0.0%	0.0%	0.0%	0.4%
<b>DO-05</b>	19.3%	14.0%	1.2%	0.2%	1.2%	1.1%	13.3%	14.0%	1.2%	0.2%	0.0%	1.0%
<b>DO-07</b>	18.1%	18.6%	0.0%	0.3%	0.9%	2.1%	12.1%	10.0%	0.0%	0.4%	0.0%	0.9%
<b>DO-08</b>	22.7%	15.8%	0.0%	0.6%	1.3%	1.5%	12.0%	8.9%	1.3%	1.5%	1.3%	1.5%
<b>DO-09</b>	17.6%	15.7%	0.0%	0.0%	1.0%	0.9%	8.8%	7.0%	1.0%	1.9%	2.0%	2.3%
<b>DO-10</b>	4.3%	12.4%	1.4%	0.6%	0.0%	1.9%	5.8%	5.8%	0.0%	0.8%	2.9%	2.5%
<b>DO-12</b>	14.5%	17.5%	0.0%	0.0%	4.3%	2.6%	14.5%	18.6%	0.0%	0.3%	2.9%	0.8%
<b>DO-13</b>	14.0%	24.9%	0.0%	0.0%	2.0%	2.4%	6.0%	5.9%	0.0%	0.5%	0.0%	0.2%
<b>DO-14</b>	9.5%	13.3%	0.0%	0.4%	2.4%	4.1%	2.4%	7.9%	0.0%	0.2%	0.0%	2.1%

† YTD is based on a 12-month rolling average.

**Month-at-a-Glance Report**

Open Inventory Group	FOIA Open Inventory		FOIA Single Stakeholder Open Inventory		FOIA Complex Open Inventory				
	Open	% Backlog	Open	% Backlog	Open	% Backlog			
TOTAL	1001	45.7%	734	34.2%	267	77.2%			
HQ	0	0.0%	0	0.0%	0	0.0%			
East	533	46.5%	371	34.8%	162	73.5%			
West	466	44.8%	361	33.8%	105	82.9%			
DO-01	103	42.7%	80	30.0%	23	87.0%			
DO-02	97	66.0%	52	50.0%	45	84.4%			
DO-05	138	47.1%	83	32.5%	55	69.1%			
DO-07	90	38.9%	64	35.9%	26	46.2%			
DO-08	105	38.1%	92	31.5%	13	84.6%			
DO-09	118	42.4%	102	38.2%	16	68.8%			
DO-10	98	41.8%	61	21.3%	37	75.7%			
DO-12	108	32.4%	89	19.1%	19	94.7%			
DO-13	72	72.2%	47	61.7%	25	92.0%			
DO-14	70	44.3%	62	38.7%	8	87.5%			

Open Inventory Group	FOIA Open Inventory		FOIA Single Stakeholder Open Inventory		FOIA Complex Open Inventory				
	Time	Cycle	Time	Cycle	Time	Cycle			
TOTAL	14.7	58	7.6	35	34.2	123			
HQ	0.0	0	0.0	0	0.0	0			
East	12.9	57	7.3	33	25.5	111			
West	16.8	60	7.9	37	47.5	141			
DO-01	14.5	60	5.9	28	44.7	170			
DO-02	21.1	74	13.5	38	29.9	114			
DO-05	11.7	68	7.2	36	18.5	116			
DO-07	7.2	43	5.2	37	12.3	56			
DO-08	9.9	37	6.7	30	33.1	85			
DO-09	9.8	47	5.3	42	37.9	81			
DO-10	25.5	81	8.0	24	54.4	176			
DO-12	16.4	51	7.6	25	58.1	172			
DO-13	18.9	89	13.4	84	29.1	98			
DO-14	15.0	39	8.3	24	67.0	159			



