

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

Inventory Group	FOIA Receipts		FOIA Single Stakeholder Receipts		FOIA Complex Receipts				
	Month	FYTD	Month	FYTD	Month	FYTD			
TOTAL	857	8854	796	7789	61	1001			
HQ	0	0	0	0	0	0			
East	441	4523	416	3987	25	536			
West	357	4267	321	3802	36	465			
DO-01	78	909	78	860	0	49			
DO-02	50	617	48	504	2	113			
DO-05	102	1167	94	1000	8	167			
DO-07	106	1050	99	894	7	156			
DO-08	105	780	97	729	8	51			
DO-09	83	1357	66	1144	17	213			
DO-10	35	659	35	612	0	47			
DO-12	93	892	79	823	14	69			
DO-13	58	604	56	507	2	97			
DO-14	88	755	85	716	3	39			

Inventory Group	FOIA Closures		FOIA Single Stakeholder Closures		FOIA Complex Closures				
	Month	FYTD	Month	FYTD	Month	FYTD			
TOTAL	901	8809	801	7768	100	1038			
HQ	0	1	0	1	0	0			
East	500	4549	445	3991	55	558			
West	401	4256	356	3776	45	480			
DO-01	99	943	90	884	9	59			
DO-02	55	621	46	506	9	115			
DO-05	101	1168	90	1007	11	161			
DO-07	124	1045	107	881	17	164			
DO-08	121	772	112	713	9	59			
DO-09	98	1368	75	1160	23	208			
DO-10	53	676	50	614	3	62			
DO-12	73	846	62	792	11	54			
DO-13	87	622	82	507	5	115			
DO-14	90	744	87	703	3	41			

**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	27	27	22	21	69	78			
HQ	0	16	0	16	0	0			
East	29	27	22	21	79	70			
West	25	28	22	20	55	88			
DO-01	30	29	21	23	128	113			
DO-02	29	34	22	24	65	79			
DO-05	25	24	21	19	62	57			
DO-07	26	22	19	17	71	50			
DO-08	32	31	28	25	84	101			
DO-09	29	20	24	17	46	36			
DO-10	16	39	14	19	46	241			
DO-12	26	25	19	20	65	98			
DO-13	33	40	29	27	99	101			
DO-14	20	25	19	22	29	73			

Case Timeliness Group	FOIA		FOIA Single Stakeholder		FOIA Complex				
	Timeliness		Timeliness		Month	YTD†			
	Month	YTD†	Month	YTD†	Month	YTD†			
TOTAL	74.9%	76.1%	80.4%	81.6%	31.0%	35.2%			
HQ	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%			
East	74.2%	76.4%	79.8%	82.1%	29.1%	35.6%			
West	75.8%	75.8%	81.2%	81.0%	33.3%	34.8%			
DO-01	71.7%	77.6%	78.9%	82.2%	0.0%	8.5%			
DO-02	65.5%	67.0%	78.3%	78.5%	0.0%	16.5%			
DO-05	75.2%	78.9%	78.9%	83.5%	45.5%	50.0%			
DO-07	82.3%	81.0%	86.0%	86.7%	58.8%	50.0%			
DO-08	71.1%	72.8%	75.9%	77.1%	11.1%	20.3%			
DO-09	75.5%	81.8%	86.7%	86.2%	39.1%	57.2%			
DO-10	75.5%	76.9%	78.0%	82.0%	33.3%	25.8%			
DO-12	69.9%	76.7%	77.4%	80.7%	27.3%	18.5%			
DO-13	77.0%	65.0%	80.5%	77.1%	20.0%	11.3%			
DO-14	80.0%	71.8%	81.6%	74.7%	33.3%	22.0%			

† 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	YTD†	Month	YTD†	Month	YTD†			
TOTAL	10.3	9.5	7.9	6.9	29.5	29.4			
HQ	0.0	0.7	0.0	0.7	0.0	0.0			
East	11.0	9.0	8.1	6.7	34.8	25.5			
West	9.4	10.1	7.7	7.0	22.9	34.0			
DO-01	14.3	9.2	7.0	6.3	87.4	53.1			
DO-02	11.2	9.3	7.1	7.3	32.2	17.8			
DO-05	8.5	7.9	7.3	6.0	18.6	19.6			
DO-07	9.3	9.0	7.1	6.0	23.4	24.8			
DO-08	12.1	10.5	11.0	8.8	26.3	30.7			
DO-09	6.8	6.0	4.6	4.9	14.1	12.4			
DO-10	7.8	14.0	6.8	8.0	23.9	74.3			
DO-12	13.6	11.9	9.1	7.0	38.6	84.3			
DO-13	10.9	13.3	9.5	9.3	35.3	30.7			
DO-14	8.2	9.3	8.1	8.3	11.2	25.6			

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	9.7	7.2
HQ	0.0	0.0
East	6.9	5.7
West	13.1	8.7
DO-01	23.1	12.9
DO-02	5.3	3.3
DO-05	2.8	4.3
DO-07	4.5	3.5
DO-08	4.6	4.5
DO-09	7.9	7.3
DO-10	5.6	5.4
DO-12	31.3	14.8
DO-13	6.1	4.6
DO-14	10.4	10.4

FOIA Case Assignment to First Touch	
Month	YTD†
14.7	18.4
0.0	0.0
14.2	19.0
15.2	17.7
10.1	20.1
18.5	18.0
14.9	20.5
16.0	17.8
11.4	18.2
20.1	18.5
11.4	13.7
9.7	16.3
31.7	20.3
11.9	19.9

FOIA First Touch to Records Ordered	
Month	YTD†
11.9	29.8
0.0	0.0
8.7	30.7
15.7	28.7
8.4	33.9
9.1	45.9
13.0	30.9
3.6	24.1
10.5	23.6
7.1	25.3
13.1	20.6
12.8	33.9
29.3	39.2
23.3	29.2

FOIA Case Entry to Records Ordered	
Month	YTD†
36.1	56.4
0.0	0.0
30.0	56.2
43.2	56.6
42.5	69.6
32.3	67.7
30.5	56.2
24.9	45.6
27.7	46.9
35.0	53.4
30.1	40.4
45.3	67.0
68.7	64.8
48.7	61.5

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>	36.9%	28.6%	30.0%	28.1%	1.3%	1.5%	9.4%	10.7%	1.8%	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>	39.5%	30.5%	29.3%	28.1%	1.7%	1.3%	6.2%	8.4%	1.9%	3.6%
<b>West</b>	32.4%	26.6%	30.1%	28.1%	0.5%	1.6%	14.1%	13.1%	1.5%	1.6%
<b>DO-01</b>	39.4%	32.1%	34.3%	25.5%	0.0%	1.1%	7.1%	13.7%	2.0%	2.1%
<b>DO-02</b>	41.5%	31.9%	28.3%	31.2%	5.7%	2.4%	7.5%	5.7%	1.9%	3.7%
<b>DO-05</b>	45.4%	27.5%	29.9%	29.5%	2.1%	1.1%	4.1%	7.4%	0.0%	4.2%
<b>DO-07</b>	36.4%	28.7%	22.9%	29.0%	2.5%	1.7%	7.6%	7.8%	1.7%	2.3%
<b>DO-08</b>	36.8%	34.2%	31.6%	25.3%	0.0%	0.4%	5.3%	6.6%	3.5%	5.9%
<b>DO-09</b>	32.3%	24.1%	23.7%	22.3%	0.0%	1.4%	15.1%	22.0%	2.2%	1.7%
<b>DO-10</b>	43.1%	35.4%	27.5%	29.9%	0.0%	1.8%	15.7%	8.9%	0.0%	2.4%
<b>DO-12</b>	31.9%	24.2%	36.2%	26.3%	1.4%	1.1%	11.6%	9.7%	1.4%	1.9%
<b>DO-13</b>	34.5%	24.8%	34.5%	35.7%	1.1%	1.3%	9.2%	6.4%	2.3%	1.0%
<b>DO-14</b>	24.7%	27.4%	29.2%	32.6%	0.0%	2.8%	19.1%	10.3%	1.1%	0.7%

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>	11.0%	14.9%	0.0%	0.3%	2.3%	1.8%	6.5%	9.2%	0.1%	0.6%	0.9%	1.7%
<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>	12.5%	14.5%	0.0%	0.3%	1.7%	1.6%	6.7%	9.5%	0.0%	0.4%	0.6%	1.7%
<b>West</b>	10.3%	15.3%	0.0%	0.2%	2.6%	2.0%	6.9%	8.9%	0.3%	0.9%	1.3%	1.6%
<b>DO-01</b>	8.1%	9.6%	0.0%	0.1%	3.0%	2.1%	5.1%	7.7%	0.0%	0.6%	1.0%	5.3%
<b>DO-02</b>	7.5%	15.4%	0.0%	0.0%	3.8%	1.1%	3.8%	8.3%	0.0%	0.0%	0.0%	0.3%
<b>DO-05</b>	9.3%	14.2%	0.0%	0.7%	0.0%	1.4%	8.2%	12.8%	0.0%	0.2%	1.0%	0.9%
<b>DO-07</b>	17.8%	17.9%	0.0%	0.2%	2.5%	2.2%	8.5%	9.0%	0.0%	0.4%	0.0%	0.7%
<b>DO-08</b>	15.8%	15.7%	0.0%	0.4%	0.0%	1.1%	6.1%	8.6%	0.0%	0.9%	0.9%	1.1%
<b>DO-09</b>	18.3%	16.5%	0.0%	0.0%	1.1%	0.8%	5.4%	7.1%	0.0%	2.0%	2.2%	2.1%
<b>DO-10</b>	2.0%	10.4%	0.0%	0.6%	2.0%	1.8%	7.8%	6.1%	0.0%	0.6%	2.0%	2.2%
<b>DO-12</b>	7.2%	16.0%	0.0%	0.1%	2.9%	2.7%	7.2%	17.2%	0.0%	0.2%	0.0%	0.6%
<b>DO-13</b>	10.3%	20.6%	0.0%	0.2%	4.6%	2.4%	3.4%	6.3%	0.0%	0.3%	0.0%	1.0%
<b>DO-14</b>	9.0%	12.6%	0.0%	0.4%	2.2%	3.2%	11.2%	7.8%	1.1%	0.3%	2.2%	1.9%

† 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	932	35.4%	673	20.7%	254	75.2%			
HQ	0	0.0%	0	0.0%	0	0.0%			
East	477	34.4%	354	19.8%	123	76.4%			
West	448	36.6%	317	21.1%	131	74.0%			
DO-01	77	29.9%	58	12.1%	19	84.2%			
DO-02	76	55.3%	48	35.4%	28	89.3%			
DO-05	124	31.5%	91	17.6%	33	69.7%			
DO-07	91	25.3%	73	15.1%	18	66.7%			
DO-08	109	33.9%	84	22.6%	25	72.0%			
DO-09	113	35.4%	77	28.6%	36	50.0%			
DO-10	62	69.4%	28	32.1%	34	100.0%			
DO-12	110	32.7%	76	18.4%	34	64.7%			
DO-13	81	37.0%	63	22.2%	18	88.9%			
DO-14	82	18.3%	73	11.0%	9	77.8%			

Open Inventory Group	FOIA Open Inventory Time		FOIA Single Stakeholder Open Inventory Time		FOIA Complex Open Inventory Time				
	Time	Cycle	Time	Cycle	Time	Cycle			
TOTAL	15.4	55	6.8	24	38.2	138			
HQ	0.0	0	0.0	0	0.0	0			
East	13.3	50	6.5	20	33.4	137			
West	17.5	60	7.2	27	42.7	139			
DO-01	10.7	52	1.7	11	38.1	177			
DO-02	30.3	86	15.9	34	56.1	180			
DO-05	8.9	34	4.1	19	22.2	78			
DO-07	6.8	31	3.2	19	22.3	83			
DO-08	13.6	57	9.8	22	27.0	176			
DO-09	12.1	46	5.7	36	25.8	67			
DO-10	41.0	144	13.9	38	63.3	231			
DO-12	16.8	53	8.1	21	36.3	124			
DO-13	12.0	53	7.4	33	28.1	125			
DO-14	13.8	33	5.1	16	86.5	169			



