



DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

*Reliability table
Redline*

18 NOV 1991

REPLY TO
ATTENTION OF:

CECC-ZA

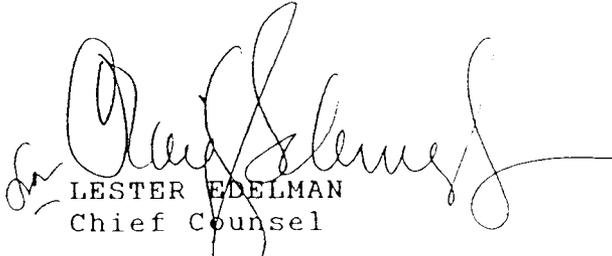
MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FOIA Administration Reorganization

1. On 27 October 1988 I signed a delegation reorganizing the FOIA Initial Denial Authority (IDA) function. In order to decentralize the IDA decisionmaking and improve the quality and responsiveness of Corps FOIA decisions, I delegated the IDA function to the Division Counsels. I am enclosing a copy of that delegation for your information.
2. For the same reasons set forth in the enclosed memorandum, I am delegating the authority to the Corps Lab Counsels to deny FOIA requests for information located within the Labs. For purposes of this delegation, USATHAMA shall be considered a Corps Lab. Because of the realignment of HEC and Headquarters functions, the HEC Counsel will no longer assume the IDA responsibility for Corps Labs. This delegation is to the Lab Counsel without authority to redelegate. It may, however, be exercised by an Acting Lab Counsel. Each Lab Counsel shall be the Initial Denial Authority for requests for records within his or her Lab. Thus, each such Lab Counsel has the authority to release or withhold documents within the Lab.
3. This delegation is effective for all FOIA requests received after 1 December 1991. In order to evaluate the degree of lab-wide uniformity we achieve and to better monitor the program implementation, a copy of each initial denial letter, without copies of the documents withheld or released, shall be sent to CECC-K (ATTN: Ms. Christian). A computer copy of sample denial letters based on the exclusions found in the Freedom of Information Act is also available from Ms. Christian. Moreover, if based on the nature of the request or knowledge of the requestor you have reason to believe a similar request has been sent to other Labs, you should coordinate your response with Ms. Christian before responding to the request.

FOR THE COMMANDER:

Encl


LESTER EDELMAN
Chief Counsel

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