OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE
DIRECTOR OF THE INTELLIGENCE STAFF
WASHINGTON, DC 20511

JUL 30 2007

Mr. Clay Johnson, III
Chair
President's Management Council
Washington D.C. 20503

Dear Mr. Johnson:

In response to the Attorney General's Report of 1 June 2007 to the President pursuant to Executive Order 13,392, entitled "Improving Agency Disclosure of Information," the Office of the Director of National Intelligence (ODNI) is providing to the President's Management Council a status on those milestones that the ODNI did not meet while implementing its June 2006 Freedom of Information Act (FOIA) Improvement Plan.

The ODNI did not meet all of its milestones in the *Centralization of the FOIA Process* improvement area. The deficient milestones follow:

1. **FOIA Improvement Plan Area**: *Centralization of the FOIA Process.*
2. **Milestone**: Publication of FOIA regulations, 1 August 2006.
3. **Steps taken**: The ODNI's proposed FOIA regulations were submitted to the *Federal Register* 5 June 2007. The comment period ended 5 July 2007.
4. **Steps to be taken**: ODNI is currently evaluating comments in preparation for response and final publication. Completion is expected by 30 September 2007.

1. **FOIA Improvement Plan Area:** *Centralization of the FOIA Process.*
2. **Milestone:** Internal ODNI instruction published regarding FOIA responsibilities, 1 October 2006.
3. **Steps taken**: An ODNI instruction regarding FOIA was drafted 15 June 2007 and is currently being reviewed for form and substance.
4. **Steps to be taken**: ODNI expects to have a final published instruction by 31 December 2007.

1. **FOIA Improvement Plan Area:** *Centralization of the FOIA Process.*
2. **Milestone**: Hire a deputy information review and release officer, 1 October 2006.
3. **Steps taken**: A deputy information review and release officer was hired 27 May 2007, and has been identified as one of the ODNI FOIA public liaisons. This person is responsible for all aspects of the FOIA program including the development of internal and external FOIA policies and procedures.
4. **Steps to be taken**: No further action needed.

1. **FOIA Improvement Plan Area:** *Centralization of the FOIA Process.*
2. **Milestone:** Publish a FOIA handbook, 1 November 2006.
3. **Steps taken**: A FOIA reference guide is currently in draft form.
4. **Steps to be taken**: A FOIA handbook should be posted on the ODNI public website by 31 December 2007.

The ODNI point of contact for this effort is Mr. John Hackett, Director of Information Management. Mr. Hackett can be reached at (703) 482-3610 or by e-mail at johnfh@dni.gov.

Sincerely,

Ronald L. Burgess, Jr.
Lieutenant General, USA