

FREEDOM OF INFORMATION ACT (FOIA)

DEPARTMENT OF THE NAVY

The FOCAL POINT for FOIA and Privacy
Act requests to the Department of the
Navy is the

Dept. of Navy PA/FOIA Policy Br. N09B30
2000 Navy Pentagon
Washington, D.C. 20350-2000

Miriam Lam-Brown telephone: (202)685-6544/5/6/7
fax: (202)685-6580

Under the implementing Navy Regulation, SECNAVINST 5720.42F, the General Counsel and the Judge Advocate General serve as the final appellate authorities for administrative FOIA Appeals (From denials of initial requests) in their respective areas of cognizance.

Within OGC, the focal point for FOIA/Privacy Act appeals is:

Richard Ziegler

ASST TO GENERAL COUNSEL (FOIA)

GENERAL COUNSEL OF THE NAVY

720 Kennon Street SE, Room 214

Washington, DC 20374-5012

Phone:(202)685-6822/3 ext. 30

Fax:(202)685-6867

Internet: Richard.Ziegler@navy.mil

Within JAG, the focal point for FOIA appeals is:

Department of the Navy

Office of the Judge Advocate General

NJAG Code 34

1322 Patterson Avenue, SE, Suite 3000

Building 33, Washington Navy Yard

Washington, DC 20374-5066

Alicie Callaham (202) 685-5442

Department of the Navy

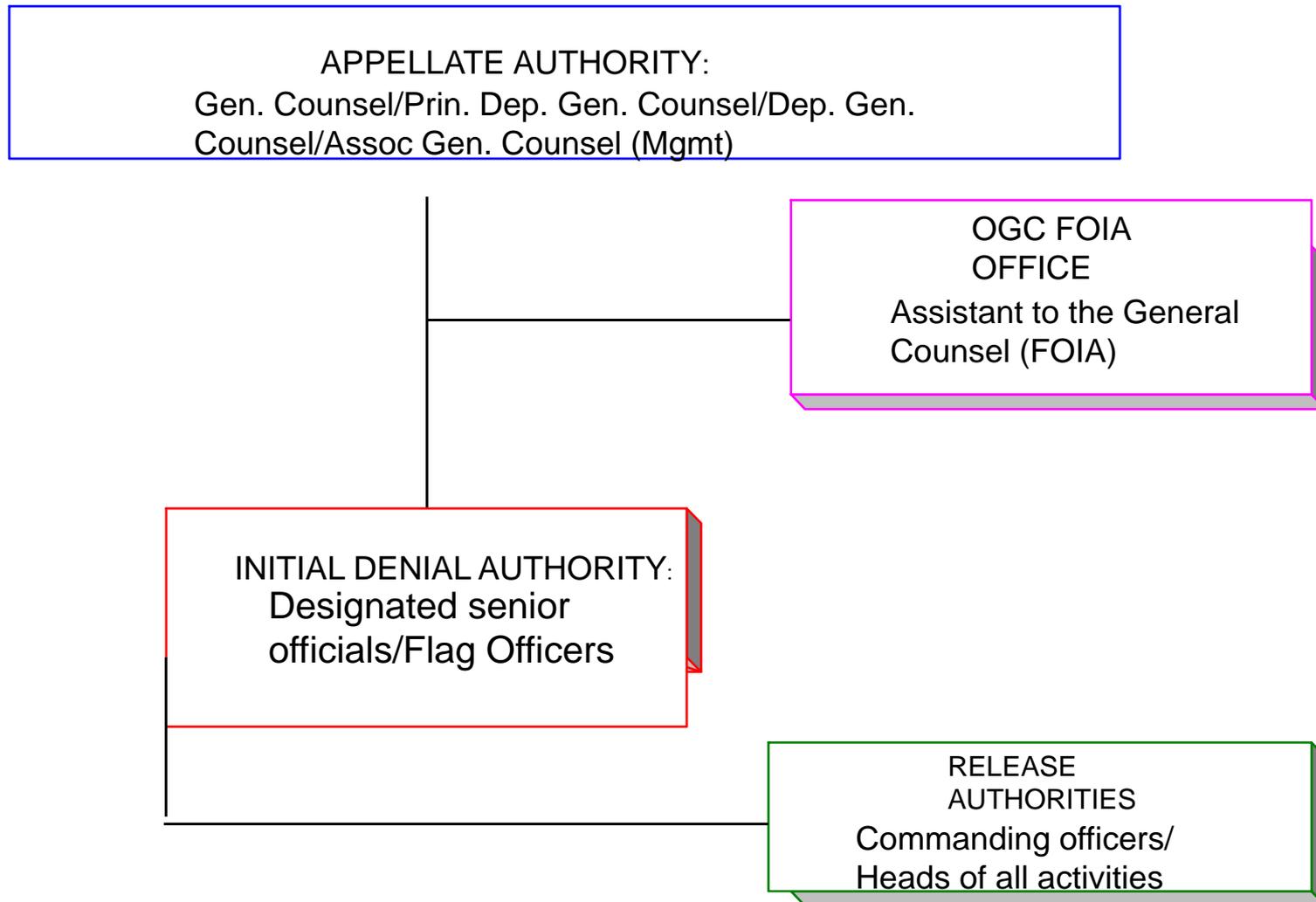
FOIA appellate authorities

- **Office of the General Counsel (OGC)** includes Business & Commercial law aspects of acquisition; military sealift; civilian personnel; comptroller; information systems; intellectual property; foreign military sales; and environmental matters.

- **Office of the Judge Advocate General (NJAG)**, in addition to military matters, all matters excepting those falling under OGC.

Although there have been delegations of authority to the Principal Deputy General Counsel, the Deputy General Counsel and the Associate General Counsel (Management), currently the Deputy General Counsel decides most appeals within the cognizance of the General Counsel.

NAVY OGC FOIA RESPONSIBILITIES



Within sixty (60) days after an adverse determination under FOIA, the requester may appeal the action to the Office of the General Counsel. The Assistant to the General Counsel acknowledges receipt of the appeal and tasks the cognizant naval activity to provide a report within ten (10) working days. Based upon this report and background documents contained in the file, the Assistant prepares a memorandum for the appellate authority recommending disposition of the appeal and encloses a proposed disposition of the appeal and encloses a proposed decision letter. FOIA requires appellate decisions within twenty (20) working days.

OGC FOIA PROCESS

Deputy General Counsel

Asst. to Gen. Counsel
(FOIA)

IDA

Release Auth

Requester
(Appellant)

