



Sent via Email <edward@hasbrouck.org>

February 23, 2024

Edward Hasbrouck
1130 Treat Avenue
San Francisco, CA 94110

RE: Freedom of Information Act Requests NGC24-143

Dear Mr. Hasbrouck:

This is in response to your Freedom of Information Act (FOIA) request dated January 24, 2024, which was received by our office on the same date. We assigned your request the above internal tracking number. We are reaching out to seek clarification and amendment of your request.

The regulation that establishes the requirements for a valid FOIA request to the National Archives and Records Administration (NARA), [36 CFR § 1250](#), provides that requests that lack specificity, or contain descriptions of very general subject matters, with no description of specific records, may be considered “not reasonably described” and thus not subject to further processing. [36 CFR § 1250.20](#) encourages all requesters to be as specific as possible in describing the records they are seeking.

Part 1 of the request, seeking all the records of a defunct agency, is a broad, sweeping request lacking specificity and thus fails to reasonably describe the records sought. To perfect Part I, please provide meaningful limits on the scope of the request, such as subject matter limits, a narrowed time frame, and particular custodians.

Parts 2 and 3 of the request do not allow a reasonable FOIA professional familiar with the subject matter of the request to discern which records you are seeking. Please list the specific documents you are requesting.

Parts 4, 5, and 6 would require NARA to locate, review and redact a vast quantity of material, and it is unclear how this unduly burdensome review would further your research objectives.

If you would like further assistance with reformulating your request, please contact this office.

Your request is tolled until we have that information. [36 CFR § 1250.26\(d\)](#). If you do not provide the requested clarification within 60 calendar days, we will deny the request with a determination of failure to reasonably describe the records sought. If we do not hear from you within 60 calendar days, we will administratively close your request.

If you have any questions, you may contact the NGC FOIA team, foia@nara.gov. You may also contact our FOIA Public Liaison, Gary M. Stern for assistance at 8601 Adelphi Road, College Park, MD 20740-6002, 301-837-1750, ngc.foia.liaison@nara.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "J.A. Scanlon". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Joseph A. Scanlon
FOIA & Privacy Act Officer
Supervisory Archivist
National Archives and Records Administration
Office of General Counsel
(301) 837-0583