

2025 Chief FOIA Officer Report

Federal Bureau of Information Disclosure (FBID) | Management Review

EXECUTIVE SUMMARY

This report details the administrative initiatives and performance metrics of the FBID FOIA Office for the 2025 reporting period. Our primary focus remains the reduction of the processing backlog and the enhancement of proactive disclosure mechanisms to ensure public access to agency records.

15% BACKLOG REDUCTION	240 NEW PROACTIVE DISCLOSURES	22 Days AVG. PROCESSING TIME
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SECTION I: PRESUMPTION OF OPENNESS

During 2025, FBID conducted quarterly training sessions for all FOIA staff focusing on the "foreseeable harm" standard. Personnel are instructed to release information unless the agency reasonably foresees that disclosure would harm an interest protected by a FOIA exemption.

SECTION II: PROACTIVE DISCLOSURES

The FOIA Office identified high-interest categories for proactive release. The following record sets were published to the Electronic Reading Room in 2025:

- Agency-wide expenditure reports for departmental grants.
- Summary logs of Congressional inquiries and responses.
- Final policy directives regarding digital information security.

SECTION III: UTILIZATION OF TECHNOLOGY

The implementation of the new FOIA Management Portal has consolidated the intake and tracking of requests. Key technical improvements include:

- Automated acknowledgment notifications sent upon submission.
- Direct integration with agency document repositories for faster search.
- A public-facing dashboard for real-time case status tracking.

SECTION IV: BACKLOG AND TIMELINESS

Despite a 12% increase in total request volume, the office reduced the average age of pending cases from 98 days to 82 days. Dedicated "Backlog Teams" were assigned to clear requests older than 200 days.