

Department of the NAVY

FOIA READING ROOM

Welcome to The Department of the Navy's Electronic Reading Room!

Our reading room contains documents required by the Electronic Freedom of Information Act (E-FOIA).

Background:

In 1998 Congress passed the E-FOIA to expand time limits for responding to requests, establish uniform administrative procedures, and establish Electronic Reading Rooms on FOIA websites.

Per SECNAVINST 5720.42F, issued 6 Jan 1999, the FOIA requires that under subsection (a)(2) of the Freedom of Information Act, agencies must make **four distinct categories of records** affirmatively available for "public inspection and copying" from the Electronic Reading Room.

Executive Order 13392 of December 14, 2005 stresses a citizen-centered and results oriented approach to FOIA.

OPEN GOVERNMENT memorandum by President Obama stresses "Government should be transparent"; "Government should be participatory"; and "Government should be collaborative". All agencies should adopt a presumption in favor of disclosure, in order to renew their commitment to the principles embodied in FOIA, and to usher in a new era of open Government. The presumption of disclosure should be applied to all decisions involving FOIA.

The FOUR READING ROOM CATEGORIES of RECORDS

SECTION ONE: The **Freedom of Information Act, FOIA [5 USC 552(a)(2)(A)]**, requires posting of final opinions and orders made in the adjudication of cases that may be cited, used or relied upon as precedents in future adjudications.

SECTION TWO: The **Freedom of Information Act, FOIA [5 USC 552(a)(2)(B)]**, requires posting of Statements of policy and interpretations that have been adopted by the agency and are not published in the Federal Register.

SECTION THREE: The **Freedom of Information Act, FOIA [5 USC 552(a)(2)(C)]**, requires that Administrative staff manuals and instructions, or portions thereof, that establish policy or interpretations of policy, that affect the public.

SECTION FOUR: The **Freedom of Information Act, FOIA [5 USC 552(a)(2)(D)]**, requires that certain documents of interest to the general public be published electronically. This includes records that are or will likely become the subject of subsequent FOIA requests. **Examples:**

Purchase Card Holder List: OPNAV/SECNAV offices holding purchase cards.
Note: The Purchase Card Program is decentralized. Each major Navy activity manages its own program and any request for a card holder list should be addressed directly to the activity for which the list is desired.

Annual FOIA Congressional Reports: DON's Annual Reports to Congress.

Contracts: DONs Frequently Requested Contracts.

Safety: Frequently Requested safety info. Depleted Uranium Ammunition.
Environmental impact. Exposure to chemicals or hazardous materials.