



United States Department of Agriculture

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Food Safety and  
Inspection Service

SEP 29 2014

1400 Independence  
Avenue, SW.  
Washington, D.C.  
20250

Michelle Pawliger  
Animal Welfare Institute  
michelle@awionline.org

RE: FOIA-2014-00397

Dear Ms. Pawliger:

This letter is to acknowledge receipt of your Freedom of Information Act (FOIA) request to the United States Department of Agriculture's (USDA) Food Safety and Inspection Service (FSIS) dated September 18, 2014, in which you requested a copy of records relating to the processing by FSIS of FOIA requests 2011-00102 and 2014-00076. FSIS received your request on September 19, 2014 and assigned tracking number FOIA-2014-00397. Please reference this number in any future communications with this office with regard to your request.

Pursuant to the FOIA, 5 USC 552(a)(6)(A)(i), FSIS has twenty (20) working days upon receipt of a request to make a determination regarding your request. FSIS processes FOIA requests on a "first-in/first-out" basis. However, the actual processing time will depend upon the complexity of your request, as well as whether or not it involves sensitive or voluminous records, or extensive searches, and/or multiple consultations both within and outside of the Agency. FSIS also processes requests on a multi-track basis. This means that simple requests, requiring minimal effort to respond (e.g., 1-5 workdays) are processed in one track; normal requests requiring more time to respond (e.g., 6-20 workdays) are processed in another track; and complex requests involving voluminous records, extensive searches or consultations (requiring more than 20 workdays to respond) are processed in yet another track. We have placed your request in the complex track.

Pursuant to Departmental regulations, applicable charges will be assessed. We have classified your request as an "All Other" request.

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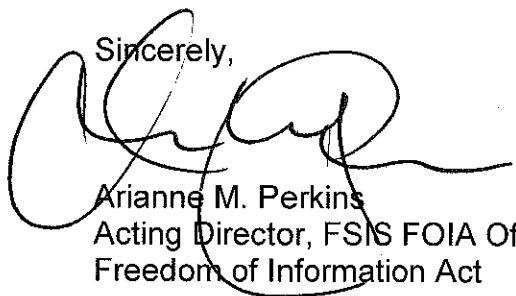
Please consult the enclosed FOIA Fee Schedule for an explanation of what this means in terms of your obligation to pay FOIA fees associated with this request. Please note that you will be invoiced for any costs due prior to the release of any disclosable records.

We will comply with your request to the fullest extent permissible by law. Any records not subject to an exemption will be forwarded to you promptly upon completion of FSIS search and review process or if applicable, following receipt of any fees assessed to you.

If you have any questions regarding the status of your request, please contact the FOIA staff at (202) 720-2109, or by e-mail at [fsis.foia@usda.gov](mailto:fsis.foia@usda.gov).

Thank you for your interest in FSIS programs and policies.

Sincerely,



Arianne M. Perkins  
Acting Director, FSIS FOIA Office  
Freedom of Information Act

Enclosure



**Clean • Separate • Cook • Chill**

Visit [befoodsafegov](http://befoodsafegov), [askkaren.gov](http://askkaren.gov), or call 1-888-MPHotline.

**Fee Structures**

The FOIA provides for the collection of fees for:

- **Searches:** Time spent in looking for and retrieving material, either paper or electronic files, that may be responsive to the request, including personnel hours (clerical, professional or managerial).
- **Reviews:** Time spent to determine if the record is releasable under legal guidelines, excluding the resolution of legal or policy issues. This includes blacking out or redaction of text.
- **Reproduction:** Generating a copy of a requested record in the appropriate medium, for example paper or computer disk.

FOIA Fees are assessed based on the requester's category. Agencies are required to place requesters in one of the following categories:

Category	Search Cost	Review Cost	Reproduction Cost
Educational & Scientific News Media	None	None	First 100 pages are free. \$0.20 per page after that
Commercial	Salary rate of the employee plus 16% of the employee's basic pay; or Clerical: \$10.00 per hr. Professional: \$20.00 per hr.	Salary rate of the employee plus 16% of the employee's basic pay; or Clerical: \$10.00 per hr. Professional: \$20.00 per hr.	\$0.20 per page
All Others	Salary rate of the employee plus 16% of the employee's basic pay; or Clerical: \$10.00 per hr. Professional: \$20.00 per hr.	None	First 100 pages are free. \$0.20 per page after that

The costs associated with searching for and reviewing records responsive to a request are: the salary rate of the employee conducting the search and/or review, plus 16 percent of the employee's basic pay; or where a homogeneous class of personnel is used exclusively, \$10.00 per hour for clerical time and \$20.00 per hour for supervisory or professional time. Duplication of pages 8 1/2" x 14" or smaller is \$0.20 per page. Duplication of pages larger than 8 1/2" x 14" is \$0.50 per page.