THE FOIA OMBUDSMAN
Improving the FOIA Process
BUCKET #1:
BEST PRACTICES - IMMEDIATELY
Management of the FOIA Process
- Importance of working with requesters early in the process
- Encourage teamwork
- Expanded use of tracks

Bringing in Talent
- Building a career path
- Interns, detailees and contractors

Using Technology to Improve the Process
- Records management/search

FOIA and Accessibility
- Making documents accessible
BUCKET #2: BEST PRACTICES – MEDIUM TERM
Management of the FOIA Process
- Importance of working with requesters early in the process
- Accountability
- Centralization, to the extent possible

Bringing in Talent
- Building a career path

Proactive Disclosure
- Specifically recommended proactive disclosures

Best Practices: Detailed FOIA Log Recommendations
BUCKET #3:

BEST PRACTICES - LONG-TERM
BUCKET #3: BEST PRACTICES THAT CAN BE IMPLEMENTED IN THE LONG-TERM

Management of the FOIA Process
- Centralization, to the extent possible
- Tracking systems

Bringing in Talent
- Interns, detailees and contractors

Using Technology to Improve the Process
- Records management/search