

Morris, Alexander

From: FOIA-Central@hq.doe.gov
Sent: Tuesday, July 14, 2009 8:49 PM
To: FOIA-Central
Subject: DOE Headquarters FOIA Request

Name: (Marian Wilcox)

Organization:

Address:

[REDACTED]
Cincinnati, OH 45238

Phone: [REDACTED]

FAX:

Email: [REDACTED]

Record Description:

(Copy of position description - to include grade - of all current Department of Energy Freedom of Information Act and/or Freedom of Information Act/Privacy Act Officers.)

Preferred Form or Format: Hard Copy

Type of Requester (if provided):

An individual seeking information for personal use and not for commercial use.

Fees and Fee Waivers:

I agree to pay up to a specified amount for fees. Enter amount \$ 25.00

Waiver or Reduction of Fees Factors (if provided):

Expedited Processing:

Specific Justification for Expedited Processing:

Requester seeks to exclude FMCBC. Also would like copies of PD's for other individuals in the FOIA Office that process FOIA requests. ACM

FOIA - 2009 - 000.569

Joan

JUL 15 2009 10

OTHER 2 HOURS SEARCH FREE. 100 FREE PAGES



Department of Energy
Carlsbad Field Office
P. O. Box 3090
Carlsbad, New Mexico 88221

JUL 23 2009

CERTIFIED MAIL-RETURN RECEIPT

Ms. Marian Wilcox

[REDACTED]
Cincinnati, OH 45238

Subject: Freedom of Information Act 09-003

Dear Ms. Wilcox:

This office has received your July 14, 2009, Freedom of Information Act (FOIA) request transferred from the Department of Energy Office of Information Resources to the Department of Energy Carlsbad Field Office (CBFO) on July 23, 2009, asking for a copy of position description to include grade of all current Department of Energy Freedom of Information Act and /or Freedom of Information Act/Privacy Act Officers.

If you have any questions or need additional assistance regarding this FOIA request, please contact Ms. Sharon Warren-Briggs, FOIA contact person, at (575) 234-7406 or sharon.warren.briggs@wipp.ws. Please refer to FOIA 09-003 in any correspondence regarding this request.

Sincerely,

[REDACTED]

Vernon Daub
Freedom of Information Act Public Liaison

Enclosure

cc: CBFO M&RC
File: FOIA 09-003



Department of Energy
Carlsbad Field Office
P O Box 3090
Carlsbad, New Mexico 88221
AUG 04 2009

CERTIFIED MAIL-RETURN RECEIPT

Ms. Marian Wilcox
[REDACTED]

Cincinnati, OH 45238

RE: Freedom of Information Act 09-003

Dear Ms. Wilcox:

This letter is in final response to your Freedom of Information Act (FOIA) request dated July 14, 2009, received by the Carlsbad Field Office (CBFO) on July 23, 2009, asking for a copy of the position description to include grade of all current Department of Energy Freedom of Information Act and /or Freedom of Information Act/Privacy Act Officers.

Enclosed is a copy of the position description including the grade of the current Department of Energy (DOE) CBFO, Public Affairs Specialist, GS-1035-14 released in its entirety. There are no fees chargeable to you in association with the processing of this response.

Please refer to FOIA 09-003 in any correspondence regarding this request. If you have any questions or need additional assistance regarding this FOIA request, please contact Ms. Sharon Warren-Briggs, FOIA contact person, at (575) 234-7406 or sharon.warren.briggs@wipp.ws.

Sincerely,

[REDACTED]

Vernon Daub
Freedom of Information Act Public Liaison

Enclosure

cc:
CBFO M&RC
File: FOIA 09-003