

March 2, 2018

MEMORANDUM FOR: DOJ.OIP.FOIA@usdoj.gov

SUBJECT: Chief FOIA Officer Report 2017

As requested by the Department of Justice Office of Information Policy, the Morris K. Udall and Stewart L. Udall Foundation (Udall Foundation) hereby submits its Chief FOIA Officer Report covering 2017.

The Chief FOIA Officer for the Udall Foundation is: Stephanie Zimmt-Mack, General Counsel

The Udall Foundation is a “small-volume” agency, generally fielding fewer than 5 FOIA requests in a year. Because it receives so few, the Foundation has no backlog. FOIA requests are handled expeditiously when received – acknowledgements are sent as soon as possible, and any communications with requestors are handled “in the spirit of cooperation,” and materials are provided as soon as possible as well. Because of the occasional need for redaction (and because there is only one attorney/FOIA official at the Foundation), responses are not always provided within the statutory time frame, but all requestors are provided a date by which they can expect to have a response.

The Udall Foundation applies the presumption in favor of disclosure, redacting from documents responsive to FOIA requests only those matters that are covered by FOIA Exemptions or materials covered by the Administrative Disputes Resolution Act (5 USC § 574), which protects “confidential communications” made to a third-party neutral during the conduct of a formal dispute resolution process. (The mission of the U.S. Institute for Environmental Conflict Resolution, a program of the Udall Foundation, is, in fact, to facilitate resolution of such disputes).

The Udall Foundation has not received multiple requests for the same or similar documents, but has taken steps to increase “proactive” disclosures by publishing prominently on its public website (www.udall.gov) certain documents of general interest, such as its various Congressional reports, its Strategic Plan, its plan for a Lapse in Appropriations, etc.

We hope this report meets your needs.

STEPHANIE ZIMMT-MACK
General Counsel