

RECORD OF FREEDOM OF INFORMATION (FOI) PROCESSING COST

Please read instructions on reverse before completing form.

1. REQUEST NUMBER	2. TYPE OF REQUEST (X one)		3. DATE COMPLETED (YYMMDD)	
0127-91	<input checked="" type="checkbox"/>	a. INITIAL		b. APPEAL
4. CLERICAL HOURS (E-9/GS-8 and below)		TOTAL HOURS (1)	HOURLY RATE (2)	COST (3)
a. SEARCH			X \$ 12.00 =	*
b. REVIEW / EXCISING				**
c. CORRESPONDENCE AND FORMS PREPARATION		.5		
d. OTHER ACTIVITY				
5. PROFESSIONAL HOURS (0-1-0-6/GS-9 - GS/GM-15)		TOTAL HOURS (1)	HOURLY RATE (2)	COST (3)
a. SEARCH		.5	X \$ 25.00 =	*
b. REVIEW / EXCISING		1		**
c. COORDINATION / APPROVAL / DENIAL				
d. OTHER ACTIVITY				
6. EXECUTIVE HOURS (0-7/GS/GM-16/ES 1 and above)		TOTAL HOURS (1)	HOURLY RATE (2)	COST (3)
a. SEARCH			X \$ 45.00 =	*
b. REVIEW / EXCISING				**
c. COORDINATION / APPROVAL / DENIAL				
7. COMPUTER SEARCH		TOTAL HOURS (1)	HOURLY RATE (2)	COST (3)
a. MACHINE HOURS			X \$ 12.00 =	*
b. PROGRAMMER / OPERATOR TIME				**
(1) Clerical				
(2) Professional			\$ 25.00	*
8. OFFICE COPY REPRODUCTION		NUMBER (1)	RATE (2)	COST (3)
a. PAGES REPRODUCED			.15	*
9. MICROFICHE REPRODUCTION		NUMBER (1)	RATE (2)	COST (3)
a. MICROFICHE REPRODUCED			.25	*
10. PRINTED RECORDS		TOTAL PAGES (1)	RATE (2)	COST (3)
a. FORMS			X .02 =	*
b. PUBLICATIONS				**
c. REPORTS				*
11. COMPUTER COPY		NUMBER (1)	ACTUAL COST (2)	COST (3)
a. TAPE			X =	*
b. PRINTOUT				*
12. AUDIOVISUAL MATERIALS		NUMBER (1)	ACTUAL COST (2)	COST (3)
a. MATERIALS REPRODUCED			X =	*

For FOI Office Use Only

a. SEARCH FEES PAID b. REVIEW FEES PAID c. COPY FEES PAID d. TOTAL PAID e. DATE PAID (YYMMDD)	f. TOTAL COLLECTABLE COSTS g. TOTAL PROCESSING COSTS h. TOTAL CHARGED i. FEES WAIVED / REDUCED (X one) <table border="1" style="float: right; margin-left: 20px;"> <tr> <td style="width: 20px;">Yes</td> <td style="width: 20px;">No</td> </tr> </table>	Yes	No
Yes	No		
* Chargeable to all requesters after application of all waiver criteria. Chargeable only to commercial requesters.			