



Central Intelligence Agency 2022 Chief Freedom of Information Act Report

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Section I: Steps Taken to Apply the Presumption of Openness

The guiding principle underlying DOJ's FOIA Guidelines is the presumption of openness.

Please answer the following questions in order to describe the steps your agency has taken to ensure that the presumption of openness is being applied to all decisions involving the FOIA. You may also include any additional information that illustrates how your agency is working to apply the presumption of openness.

A. FOIA Leadership

1. The FOIA requires each agency to designate a Chief FOIA Officer who is a senior official at the Assistant Secretary or equivalent level. See 5 U.S.C. § 552(j)(1) (2018). Is your agency's Chief FOIA Officer at this level?
 - Yes
2. Please provide the name and title of your agency's Chief FOIA Officer.
 - Jennifer Ewbank, Deputy Director for Digital Innovation

B. FOIA Training

3. The FOIA directs agency Chief FOIA Officers to ensure that FOIA training is offered to agency personnel. See 5 U.S.C. § 552(a)(j)(2)(F). Please describe the efforts your agency has undertaken to ensure proper FOIA training is made available and used by agency personnel.
 - See Paragraph 5 below
4. Did your FOIA professionals or the personnel at your agency who have FOIA responsibilities attend substantive FOIA training or conferences during the reporting period, such as that provided by the Department of Justice?
 - Yes
5. If yes, please provide a brief description of the type of training conducted and the topics covered.
 - Newly-arrived CIA public access professionals attend day-long internal training courses, such as a course focused on substantive understanding of how laws and executive orders apply to the CIA with regards to reviewing, declassifying, and releasing information to the public, or a course that provides an understanding of the FOIA statute, amendments, and case law. Other refresher training is provided to address updates in the FOIA statute and case law, processing and technological improvements, and FOIA issues related to this agency's unique equities and business.

- CIA public access professionals also attend conferences, meetings, and professional networking functions. In Fiscal Year 2021, CIA personnel were unable to attend events in-person due to the COVID-19 pandemic.
6. Please provide an estimate of the percentage of your FOIA professionals and staff with FOIA responsibilities who attended substantive FOIA training during this reporting period.
- One hundred percent
7. Did senior leaders at your agency receive a briefing on your agency's FOIA resources, obligations and expectations during the FOIA process?
- Yes
8. OIP has directed agencies to "take steps to ensure that all of their FOIA professionals attend substantive FOIA training at least once throughout the year." If your response to the previous question is that less than 80% of your FOIA professionals attended training, please explain your agency's plan to ensure that all FOIA professionals receive or attend substantive FOIA training during the next reporting year.
- Not applicable
9. Did the personnel at your agency who have FOIA responsibilities attend training in federal records management during this reporting period?
- CIA has extensive records management personnel who work closely with its public access professionals, and is planning to ensure that its public access professionals attend records-management training in Fiscal Year 2022.

C. Outreach

10. Did your FOIA professionals engage in any outreach or dialogue with the requester community or open government groups regarding your administration of the FOIA? Please describe any such outreach or dialogue, and, if applicable, any specific examples of how this dialogue has led to improvements in your agency's FOIA administration.
- CIA did not engage in any outreach or dialogue with the request community or open government groups outside the standard request process. The standard request process included:
 - CIA public access professionals followed media coverage and websites maintained by open government groups and FOIA advocates to spot developments that affect CIA's public access programs, and continually reviewed the DOJ website for current guidance. Normally-attended, in-person events such as the annual meeting of the American Society of Access Professionals (ASAP) were unavailable in Fiscal Year 2021.
 - The CIA FOIA office continued reaching out to requesters with proactive status updates, answering other processing-related questions, and negotiating with requesters on scoping requests, in coordination with legal counsel, and in furtherance of a rededication to requester outreach and engagement

established in Fiscal Year 2020.

- CIA's Electronic Reading Room provides helpful tips on how to compose proper, effective FOIA requests. Requesters seeking additional information not found on CIA.gov may submit queries via <https://www.cia.gov/readingroom/node/256459/>, to which public access professionals will respond in the order they are received.

D. Other Initiatives

11. Describe any efforts your agency has undertaken to inform non-FOIA professionals of their obligations under the FOIA. In particular, please describe how often and in what formats your agency provides FOIA training or briefings to non-FOIA staff.

- CIA attorneys and public access professionals have made efforts to sensitize components to the Agency's statutory requirements under the FOIA. CIA FOIA personnel provide briefings to senior officers, executive assistants, and records managers, and web-based courses are available to all CIA personnel.
- FOIA-related performance standards are included in the objectives of employees who administer the FOIA.

12. Has your agency disseminated information outside of FOIA, including in online databases where members of the public may access commonly requested types of documents? If yes, please provide examples and, if applicable, statutory authority. Please also indicate if the answer is no or you do not know.

- No, CIA did not disseminate information outside of FOIA.

13. Has your agency reviewed its FOIA-related staffing capabilities to identify resources needed to respond to current and anticipated FOIA demands?

- CIA continually reviews and assesses its FOIA-related personnel capabilities in order to ensure it remains well-positioned to respond to current needs and anticipated challenges.

14. Optional -- If there are any other initiatives undertaken by your agency to ensure that the presumption of openness is being applied, please describe them here.

- CIA continues to work with several other partners to ensure openness and transparency, including the CIA Transparency Officer, the CIA Office of Privacy and Civil Liberties, the National Archives and Records Administration's Office of Government Information Services (OGIS), the Public Interest Declassification Board (PIDB) and PIDB Technology Working Group, and the Interagency Security Classification Appeals Panel (ISCAP).

Section II: Steps Taken to Ensure that Your Agency Has an Effective System in Place for Responding to Requests

DOJ's [FOIA Guidelines](#) emphasize that "[a]pplication of the proper disclosure standard is only one

part of ensuring transparency. Open government requires not just a presumption of disclosure, but also an effective system for responding to FOIA requests." It is essential that agencies effectively manage their FOIA program.

Please answer the following questions to describe the steps your agency has taken to ensure that the management of your FOIA program is effective and efficient. You should also include any additional information that describes your agency's efforts in this area.

1. For Fiscal Year 2021, what was the average number of days your agency reported for adjudicating requests for expedited processing? Please see Section VIII.A. of your agency's Fiscal Year 2021 Annual FOIA Report.
 - In Fiscal Year 2021, the average number of days for adjudicating requests for expedited processing was 2.2. In contrast, CIA's average number of days for adjudicating requests for expedited processing in Fiscal Year 2020 was 5.2.

2. If your agency's average number of days to adjudicate requests for expedited processing was above ten calendar days, please describe the steps your agency will take to ensure that requests for expedited processing are adjudicated within ten calendar days or less.
 - Not applicable

3. The FOIA Improvement Act of 2016 required all agencies to update their FOIA regulations within 180 days. In 2016, OIP issued Guidance for Agency FOIA Regulations and the accompanying Template for Agency FOIA Regulations to assist agencies in updating their regulations in accordance with the statute. Has your agency updated its FOIA regulations in accordance with the FOIA Improvement Act of 2016? If not, what is your agency's plan to update your regulations?
 - Efforts to update CIA implementing FOIA regulations are ongoing, in coordination with the Office of General Counsel.

* Note: In September 2017, OIP released a FOIA Self-Assessment Toolkit as a resource for agencies conducting a self-assessment of their FOIA program. The Toolkit is available on OIP's website for all agencies to use.

4. Standard Operating Procedures (SOPs) generally document your agency's internal processes for administering the FOIA beyond your FOIA regulations and FOIA Reference Guide. As noted in OIP's guidance, having SOPs can improve the consistency and quality of an agency's FOIA process. SOPs can also serve as a significant resource for incoming FOIA professionals and a way to preserve much of the agency's institutional knowledge on administering the FOIA from how to handle requests from start-to-finish, to identifying and making proactive disclosures, to maintaining a FOIA website. Does your agency have up-to-date internal SOPs for your FOIA administration?
 - Yes.

5. If not, please provide a timeline for when your agency plans to develop or update its SOPs.
 - Not applicable.

6. Has your agency established alternative means of access to first-party requested records outside of the FOIA process?
 - No.
7. If yes, please provide examples. If no, please explain if such opportunities exist at your agency and whether there are any challenges in establishing alternative means of access.
 - Not applicable.
8. Did your agency conduct a self-assessment of its FOIA administration during the reporting period? If so, please describe the self-assessment methods used, such as analyzing Annual Report or raw data, using active workflows and track management, reviewing and updating processing procedures, etc. In addition, please specifically highlight any data analysis methods or technologies used to assess your agency's FOIA program.
 - The CIA FOIA office conducts rolling self-assessments of its FOIA administration throughout the fiscal year, relying on existing technological solutions to track workflows, target cases for closure, and track progress towards quarterly processing goals.
9. The FOIA Improvement Act of 2016 requires additional notification to requesters about the services provided by the agency's FOIA Public Liaison. Please provide an estimate of the number of times requesters sought assistance from your agency's FOIA Public Liaison during FY 2021 (please provide a total number or an estimate of the number).
 - In instances where a requester receives an adverse (i.e., other than Grant in Full) determination, CIA indicates in its final response letters that they may seek dispute-resolution services from CIA's FOIA Public Liaison and provides the phone number by which the Liaison may be reached, as well as contact information for the Office of Government Information Services.
 - There were zero instances in which a requester sought assistance from the CIA FOIA Public Liaison in Fiscal Year 2021.
10. How often does your agency receive misdirected requests? Please generally describe the types of record requests that are commonly misdirected to your agency or components.
 - CIA rarely receives misdirected requests.
11. Optional -- Please describe:
 - Best practices used to ensure that your FOIA system operates efficiently and effectively
 - Any challenges your agency faces in this area.
 - As noted in Question 8, the CIA FOIA office conducts rolling self-assessments to ensure that it is operating at optimal levels to the extent possible, and that its personnel resources are deployed in a manner that facilitates efficient and effective case processing. Additionally, we continue to provide cross-training opportunities for FOIA office personnel that will allow them to pivot to the processing of other public-access requests as situations warrant.

Section III: Steps Taken to Increase Proactive Disclosures

The Department of Justice has long focused on the need for agencies to work proactively to post information online without waiting for individual requests to be received. Please answer the following questions to describe the steps your agency has taken to increase the amount of material that is available on your agency websites. In addition to the questions below, you should also describe any additional steps taken by your agency to make and improve proactive disclosures of information.

1. Please describe what steps your agency takes to identify, track, and post (a)(2) proactive disclosures.
 - The CIA FOIA office partners with the CIA Office of Privacy and Civil Liberties, the Office of Public Affairs, and the Office of the Inspector General to identify any disclosures falling under this category that occur during a given fiscal year.
2. Provide examples of any material that your agency has proactively disclosed during the past reporting year, including records that have been requested and released three or more times in accordance with 5 U.S.C. § 552(a) (2)(D). Please include links to these materials as well.
 - CIA did not post any FOIA requests to its website in Fiscal Year 2021, however plans are in place to resume posting during Fiscal Year 2022. CIA strives to release FOIA records proactively if they are of public interest and there are no other issues that would negate posting to the CIA website (<https://www.cia.gov/readingroom/>), which alleviates some of the need for tracking material requested three or more times. However, to identify such records, we rely on FOIA requester logs, identifying cases or documents that have been previously reviewed when they are requested in new cases, prior posted versions of records in the electronic reading room, and identifying popular topics where the same records will be responsive for multiple requests.
3. Does your agency disseminate common types of material outside of FOIA, including in online databases where the public may access them? If yes, please provide examples and, if applicable, statutory authority.
 - The CIA Historical Program Staff (HPS) publicly releases collections of documents to CIA.gov outside of the FOIA process, through its Discretionary Release Program.
4. Beyond posting new material, is your agency taking steps to make the posted information more useful to the public, especially to the community of individuals who regularly access your agency's website?
 - Yes
5. If yes, please provide examples of such improvements. In particular, please describe steps your agency is taking to post information in open, machine-readable, and machine-actionable formats, to the extent feasible. If not posting in open formats, please explain why and note any challenges.

- The CIA website underwent a redesign during Fiscal Year 2020, led by the Office of Public Affairs. The CIA FOIA office continues to review and assess the organization of records available in the CIA Electronic Reading Room and deliberate potential solutions for increasing the accessibility of current and future records and improving the overall website user experience.
6. Does your proactive disclosure process or system involve any collaboration with agency staff outside the FOIA office? If so, describe this interaction.
- This process is generally led by HPS, through its Discretionary Release Program. HPS coordinates with external offices as necessary, to include the CIA History Staff, Information Review Officers, stakeholder components, and the Offices of General Counsel and Public Affairs. Depending on collection content, they may also collaborate with other government agencies (OGAs) and industry partners.

Section IV: Steps Taken to Greater Utilize Technology

A key component of FOIA administration is using technology to make information more accessible. In addition to using the internet to make proactive disclosures, agencies should also be exploring ways to utilize technology in responding to requests.

Please answer the following questions to describe how your agency is utilizing technology to improve its FOIA administration and the public's access to information. You should also include any additional information that describes your agency's efforts in this area.

1. Has your agency reviewed its FOIA-related technological capabilities to identify resources needed to respond to current and anticipated FOIA demands?
 - Yes
2. Please briefly describe any new types of technology your agency began using during the reporting period to support your FOIA program.
 - CIA improved record search capabilities through the use of web-enabled tools that enhance CIA's ability to efficiently track and manage search tasks electronically, including dividing complex searches into smaller tasks that could be assigned to several people and delivering search results to multiple customers. This improvement has contributed to CIA's ability to respond to FOIA requests in a timelier manner by searching more efficiently and documenting results in case of appeal. These tools allow searches of like requests and prioritization of tasks, as well as provide a tracking function to inform resource-management decisions (e.g., workload assessment and assigning of new cases).
 - CIA has been working with several OGA partners to create viable methods for sharing electronic records and consultations on unclassified and classified systems, as appropriate, and identifying compatible technological systems and platforms. In Fiscal Year 2021, CIA relied almost exclusively on e-mail for correspondence with most OGA partners, utilizing it as a means for electronic document delivery where technologically feasible.

3. OIP issued guidance in 2017 encouraging agencies to regularly review their FOIA websites to ensure that they contain essential resources and are informative and user-friendly. Has your agency reviewed its FOIA website(s) during the reporting period to ensure it addresses the elements noted in the guidance?
 - Yes
4. Did all four of your agency's quarterly reports for Fiscal Year 2021 appear on your agency's website and on FOIA.gov?
 - Yes
5. If your agency did not successfully post all quarterly reports, with information appearing on FOIA.gov, please explain why and provide your agency's plan for ensuring that such reporting is successful in Fiscal Year 2022.
 - Not applicable
6. The FOIA Improvement Act of 2016 requires all agencies to post the raw statistical data used to compile their Annual FOIA Reports. Please provide the link to this posting for your agency's Fiscal Year 2020 Annual FOIA Report and, if available, for your agency's Fiscal Year 2021 Annual Report.
 - CIA's Fiscal Year 2020 Annual FOIA Report is located at <https://www.cia.gov/readingroom/foia-annual-report>.
 - CIA's Fiscal Year 2021 Annual FOIA Report and the raw data will be posted at the same site when available.
7. Please describe the best practices used in greater utilizing technology and any challenges your agency faces in this area.
 - CIA actively identifies, develops, and delivers new technology and tools to increase efficiency, reduce manual and duplicative processes, and enable CIA to consult, review, and respond to requesters more efficiently and consistently. In the meantime, CIA prepares the groundwork for eventual technological advances by refining internal procedures and processes to the extent possible with the tools and technologies available.

Section V: Steps Taken to Improve Timeliness in Responding to Requests and Reducing Backlogs

The Department of Justice has emphasized the importance of improving timeliness in responding to requests. This section of your Chief FOIA Officer Report addresses both time limits and backlog reduction. Backlog reduction is measured both in terms of numbers of backlogged requests or appeals and by looking at whether agencies closed their ten oldest requests, appeals, and consultations.

For the figures required in this Section, please use the numbers contained in the specified sections of your agency's FY 2020 and 2021 Annual FOIA Reports.

A. Simple Track

Section VII.A of your agency's Annual FOIA Report, entitled "FOIA Requests - Response Time for All Processed Requests," includes figures that show your agency's average response times for processed requests. For agencies utilizing a multi-track system to process requests, there is a category for "simple" requests, which are those requests that are placed in the agency's fastest (non-expedited) track, based on the low volume and/or simplicity of the records requested.

1. Does your agency utilize a separate track for simple requests?
 - Yes
2. If your agency uses a separate track for simple requests, according to Annual FOIA Report section VII.A, was the agency overall average number of days to process simple requests twenty working days or fewer in Fiscal Year 2021?
 - Yes, CIA processing of simple track requests averaged 6.52 days in Fiscal Year 2021.
3. Please provide the percentage of requests processed by your agency in Fiscal Year 2021 that were placed in your simple track.

Please use the following calculation based on the data from your Annual FOIA Report: processed simple requests from Section VII.C. 1) divided by (requests processed from Section V.A.) x 100.

- Simple track requests made up 21.14% of CIA's processed FOIA requests.
4. If your agency does not track simple requests separately, was the average number of days to process all non-expedited requests twenty working days or fewer?
 - Not applicable

B. Backlogs

When answering these questions, please refer to your Fiscal Year 2021 Annual FOIA Report, Sections XII.D-E which compare the numbers of requests and appeals received, processed, and backlogged between Fiscal Years 2020 and 2021.

BACKLOGGED REQUESTS

5. If your agency had a backlog of requests at the close of Fiscal Year 2021, did that backlog decrease as compared with the backlog reported at the end of Fiscal Year 2020?
 - Yes
6. If not, according to Annual FOIA Report Section XII.D.1, did your agency process more requests during Fiscal Year 2021 than it did during Fiscal Year 2020?
 - Not applicable

7. If your agency's request backlog increased during Fiscal Year 2021, please explain why and describe the causes that contributed to your agency not being able to reduce its backlog. When doing so, please also indicate if any of the following were contributing factors:
- Not applicable
8. If you had a request backlog please report the percentage of requests that make up the backlog out of the total number of requests received by your agency in Fiscal Year 2021. Please use the following calculation based on data from your Annual FOIA Report: (backlogged requests from Section XII.A) divided by (requests received from Section V.A) x 100. This number can be greater than 100%. If your agency has no request backlog, please answer with "N/A."
- 93.47%

BACKLOGGED APPEALS

9. If your agency had a backlog of appeals at the close of Fiscal Year 2021, according to Section XII.E.2 of the Annual FOIA Report, did that backlog decrease as compared with the backlog reported at the end of Fiscal Year 2020?
- No, CIA's FOIA backlog of pending appeal requests increased in Fiscal Year 2021.
10. If not, according to section XII.E.1 of the Annual FOIA Report, did your agency process more appeals during Fiscal Year 2021 than it did during Fiscal Year 2020?
- No, CIA processed 109 appeal cases in Fiscal Year 2021 - CIA also received 275 appeal cases in Fiscal Year 2021 – a 77% increase from 2020 Fiscal Year totals.
11. If your agency's appeal backlog increased during Fiscal Year 2021, please explain why and describe the causes that contributed to your agency not being able to reduce its backlog. When doing so, please also indicate if any of the following were contributing factors:
- A leading driver of the appeal backlog increase was the establishment of an email capability for responding to completed FOIA requests. With the increased timeliness of completed request deliveries came an increase in the number and speed of appeals. Competing review requirements acted as a secondary driver.
12. If you had an appeal backlog please report the percentage of appeals that make up the backlog out of the total number of appeals received by your agency in Fiscal Year 2021. Please use the following calculation based on data from your Annual FOIA Report: (backlogged appeals from Section XII.A) divided by (appeals received from Section VI.A) x 100. This number can be greater than 100%. If your agency did not receive any appeals in Fiscal Year 2021 and/or has no appeal backlog, please answer with "N/A."
- 181.73%

C. Backlog Reduction Plans

13. In the 2021 guidelines for Chief FOIA Officer Reports, any agency with a backlog of over 1000 requests in Fiscal Year 2020 was asked to provide a plan for achieving backlog reduction in the year ahead. Did your agency implement a backlog reduction plan last year? If so, describe your agency's efforts in implementing this plan and note if your agency was able to achieve backlog reduction in Fiscal Year 2021?

- CIA continues to utilize existing technological resources to identify and target backlogged cases for closure, including at the appellate level. We are heartened by the occurrence of an overall backlog reduction in Fiscal Year 2021 for the first time in recent memory, and are well-positioned to follow this success with strong efforts into the future.

14. If your agency had a backlog of more than 1,000 requests in Fiscal Year 2021, what is your agency's plan to reduce this backlog during Fiscal Year 2022? In particular, please also detail how your agency developed and plans to execute your backlog reduction plans.

- CIA will continue to rely on metrics, coupled with aggressive managerial quality-assurance measures moving forward.

15. If your agency had a backlog induced by COVID-19, please explain your agency's plan to reduce this backlog during Fiscal Year 2022. If this is not applicable, you may respond with N/A.

- N/A

D. Status of Oldest Requests, Appeals, and Consultations

Section VII.E, entitled "Pending Requests-Ten Oldest Pending Requests," Section VI.C.(5), entitled "Ten Oldest Pending Administrative Appeals," and Section XII.C., entitled "Consultations on FOIA Requests-Ten Oldest Consultations Received from Other Agencies and Pending at Your Agency," show the ten oldest pending requests, appeals, and consultations. You should refer to these numbers from your Annual FOIA Reports for both Fiscal year 2020 and Fiscal Year 2021 when completing this section of your Chief FOIA Officer Report.

OLDEST REQUESTS

16. In Fiscal Year 2021, did your agency close the ten oldest requests that were reported pending in your Fiscal Year 2020 Annual FOIA Report?

- No

17. If no, please provide the number of these requests your agency was able to close by the end of the fiscal year, as listed in Section VII.E of your Fiscal Year 2020 Annual FOIA Report. If you had fewer than ten total oldest requests to close, please indicate that.

- CIA closed three (3) of its ten oldest initial requests in Fiscal Year 2021.

18. Beyond work on the ten oldest requests, please describe any steps your agency took to reduce the overall age of your pending requests.

- CIA looks for cases with similar topics to those on the ten oldest requests to see which cases can be closed when the similar case on the ten oldest list is completed. CIA also looks for cases over one year old where similar topics were addressed under discretionary or other release programs, recent public acknowledgements, and/or processing improvements make release possible. Finally, CIA expands its view beyond the ten oldest to a wider range and targets requests where all review work is complete for closure, pushing down the overall age of the backlog.
- CIA periodically reviews the oldest cases to ensure that they are still being worked, issues are addressed, and outstanding actions or consultations are monitored.

TEN OLDEST APPEALS

19. In Fiscal Year 2021, did your agency close the ten oldest appeals that were reported pending in your Fiscal Year 2020 Annual FOIA Report?

- No

20. If no, please provide the number of these appeals your agency was able to close by the end of the fiscal year, as listed in Section VII.C.(5) of your Fiscal Year 2020 Annual FOIA Report. If you had fewer than ten total oldest appeals to close, please indicate that.

- CIA closed five of its ten oldest appeals in Fiscal Year 2021.

21. Beyond work on the ten oldest appeals, please describe any steps your agency took to reduce the overall age of your pending appeals.

- In addition to the responses to question 17, CIA seeks innovative processes to streamline complex reviews, such as creating a holistic review team for cases with intertwined equities.

TEN OLDEST CONSULTATIONS

22. In Fiscal Year 2021, did your agency close the ten oldest consultations that were reported pending in your Fiscal Year 2020 Annual FOIA Report?

- No

23. If no, please provide the number of these consultations your agency was able to close by the end of the fiscal year, as listed in Section XII.C. of your Fiscal Year 2020 Annual FOIA Report. If you had fewer than ten total oldest consultations to close, please indicate that.

- CIA closed five of its ten oldest consultations in Fiscal Year 2021.

E. Additional Information on Ten Oldest Requests, Appeals, and Consultations & Plans

24. Briefly explain any obstacles your agency faced in closing its ten oldest requests, appeals, and consultations from Fiscal Year 2020.

- Documents that incorporate highly classified material often require more time for review and coordination. The holdouts from our ten oldest requests and appeals lists require extensive consultations as the documents contain information that originated with other federal agencies.

25. If your agency was unable to close any of its ten oldest requests because you were waiting to hear back from other agencies on consultations you sent, please provide the date the request was initially received by your agency, the date when your agency sent the consultation, and the date when you last contacted the agency where the consultation was pending.

Case	Initial Receipt Date	Consultation Sent	Last Contact
1	3/26/2009	3/8/2019	5/4/2021
6	1/20/2011	3/6/2019	9/3/2021
7	4/13/2011	4/17/2018	7/14/2021
8	4/20/2011	5/12/2015	7/19/2021

26. If your agency did not close its ten oldest pending requests, appeals, or consultations, please provide a plan describing how your agency intends to close those "ten oldest" requests, appeals, and consultations during Fiscal Year 2022.

- The CIA FOIA office compiles lists of our 10 oldest requests, appeals, and consultations early in the current fiscal year. CIA uses this list of thirty cases to track progress and identify opportunities to advance each case toward closure and develop collaborative solutions to address cases with multiple, complex equities. CIA also alerts internal and external partners, when circumstances warrant, to assign a higher priority to these thirty requests. CIA remains focused on closing each of the 10 oldest requests, appeals, and consultations.

F. Success Stories

Out of all the activities undertaken by your agency since March 2021 to increase transparency and improve FOIA administration, please briefly describe here at least one success story that you would like to highlight as emblematic of your agency's efforts. The success story can come from any one of the five key areas, but should not be something that you have reported in a prior year. As noted above, these agency success stories will be highlighted during Sunshine Week by OIP. To facilitate this process, all agencies should use bullets to describe their success story and limit their text to a half page. The success story is designed to be a quick summary of key achievements. A complete description of all your efforts will be contained in the body of your Chief FOIA Officer Report.

- The CIA FOIA office saw its first overall backlog reduction in the previous seven (7) fiscal years during Fiscal Year 2021. This was due in large part to internal processing reforms put in place in late Fiscal Year 2019, and Fiscal Year 2020, coupled with a reliance on data in driving decision-making and enabling the targeting of older cases for closure. On the heels of this success, we are well-positioned to move forward and address pending consultations with OGA partners to the benefit of all parties involved.