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# **Freedom of Information Act (FOIA) Library User Guide**

**Version 2.0**

**18 APR 2017**

**For**

**U. S. Army Records Management and  
Declassification Agency (USARMDA)**

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RMDA INFORMATION MANAGEMENT OFFICE (IMO)

## Record of Changes

Revision	Revision Description	By	Date
1.0	Initial release for review	Sasha Ward	17 MAR 2017
2.0	Changed Reading Room to FOIA Library	Sasha Ward	18 APR 2017

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# 1 General

## 1.1 Overview

The Freedom of Information Act Office is responsible for management oversight of the Army-wide implementation of the Freedom of Information Act (FOIA) program in accordance with 5 United States Code (U.S.C.), and Public Law 106-554. The office implements the Office of Management and Budget (OMB), Department of Justice (DOJ) and Department of Defense (DoD) guidance regarding the FOIA and ensure the requirements of Executive Order (EO) 13392 (Improving Agency Disclosure of Information) and the Action Plan are fulfilled. This office is also responsible for compiling and validating the Army's annual FOIA report and provides guidance and procedures for Army activities regarding information release and protection of Army information. In addition, the FOIA office reviews agency forms and regulations for FOIA compliance and administers, operates the Army-wide Freedom of Information and Privacy Acts Case Tracking System (FACTS) database and the Army FOIA Library.

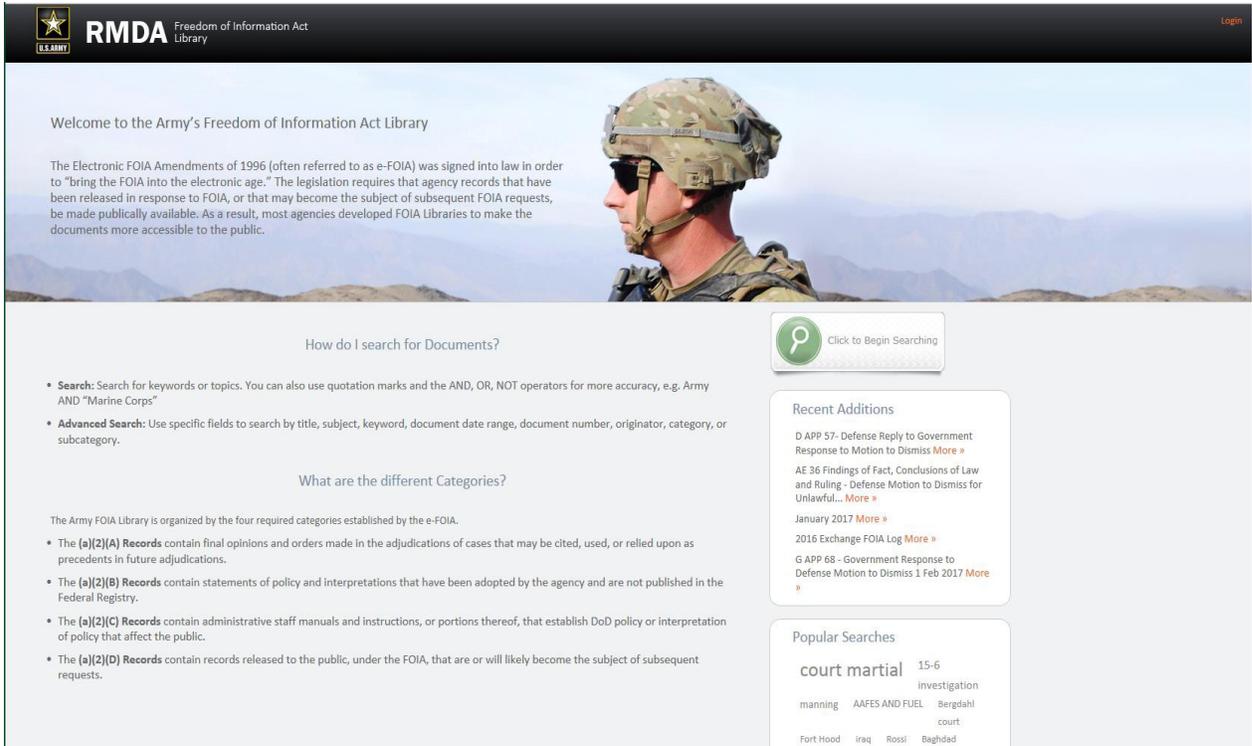
The Army's Freedom of Information Act Library per the Electronic FOIA Amendments of 1996 (often referred to as Electronic-FOIA (e-FOIA)) was signed into law in order to "bring the FOIA into the electronic age." The legislation requires that agency records that have been released in response to FOIA, or that may become the subject of subsequent FOIA requests, be made publically available.

## 1.2 User Access

The Army FOIA Library makes documents more accessible to the public.

## 2 FOIA Library

When you access the FOIA Library, the screen below appears, as shown in **Figure 1**.



**Figure 1. FOIA Library Homepage**

### 2.1 Category Type

The Army FOIA Library is organized by the four required categories established by the e-FOIA.

- The **(a)(2)(A) Records** contain final opinions and orders made in the adjudications of cases that may be cited, used, or relied upon as precedents in future adjudications. See **Figure 2**.

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<b>(a)(2)(A) Records</b>	Final opinions and orders made in the adjudication of cases that may be cited, used, or relied upon as precedents in future adjudications.
<p style="color: red; margin: 0;">Final Opinions</p> <p style="color: red; margin: 0;">Final Orders</p>	

**Figure 2. (a)(2)(A) Records**

By selecting the category type, a list of documents will appear. The user has the ability to sort based on Title, Subject, Keywords, Document Date, Upload Date, Document Number, Originator, Link, and File Name. See **Figure 3** and **Figure 4**.

Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Army Discharge Review Board	Army Review Boards Opinions	Board, Amendment, Change, Correction, Opinion, Discharge				ARBA	<a href="https://boards.law.af.mil/ARMYboards.htm">boards.law.af.mil/ARMYboards.htm</a>	
Army Board for Correction of Military Records	Army Review Board Opinions	Board, Amendment, Change, Correction, Opinion, Records				ARBA	<a href="https://boards.law.af.mil/ARMYboards.htm">boards.law.af.mil/ARMYboards.htm</a>	

**Figure 3. Final Opinions**

Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Army Court Opinions (Published and Unpublished)	Opinions and Orders	Opinions, Published, Unpublished, Clerk of Court, OTJAG				OTJAG	<a href="http://www.jagcnet.army.mil/Sites/acca.nsf#">www.jagcnet.army.mil/Sites/acca.nsf#</a>	

**Figure 4. Final Orders**

- The **(a)(2)(B) Records** contain statements of policy and interpretations that have been adopted by the agency and are not published in the Federal Register. See **Figure 5**.

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<b>(a)(2)(B) Records</b>	Statements of policy and interpretations that have been adopted by the agency and are not published in the Federal Register.
<p style="color: #C00000; margin: 0;"><b>Statements of Policy</b></p> <p style="color: #C00000; margin: 0;"><b>Interpretations of Policy</b></p>	

**Figure 5. (a)(2)(B) Records**

By selecting the category type, a list of documents will appear. The user has the ability to sort based on Title, Subject, Keywords, Document Date, Upload Date, Document Number, Originator, Link and File Name. See **Figure 6** and **Figure 7**.

**RMDA** Freedom of Information Act Library

Login

### Statements of Policy

1 2 3

Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Army Policy on Harassment	Army Policy on Harassment	eliminating, workplace, harrasment, respect, law and regulation,	07/31/2002			EEO/Civil Rights Office	<a href="http://eeoa.army.pentagon.mil/web/doc_library/army-policy-on-harassment.pdf">eeoa.army.pentagon.mil/web/doc_library/army-policy-on-harassment.pdf</a>	
Equal Employment Oppurtunity Policy For Civilian Employees	Equal Employment Oppurtunity Policy For Civilian Employees	equal, employment, policy, workforce, oppurtunity	07/31/2002			EEO/Civil Rights Office	<a href="http://eeoa.army.pentagon.mil/web/doc_library/equal-employment-opportunity-policy-for-civilian-employees.pdf">eeoa.army.pentagon.mil/web/doc_library/equal-employment-opportunity-policy-for-civilian-employees.pdf</a>	
DoD Directive 1020.1	Nondiscrimination on the Basis of Handicap in Programs and Activities Conducted by the Department of Defense	DOD, civilian, equal, employment, opportunity				U.S Army Sexual Assault Prevention and Response Program	<a href="http://www.dtic.mil/whs/directives/corres/pdf/102001...">www.dtic.mil/whs/directives/corres/pdf/102001...</a>	
DoD Directive 1440.1	DOD Civilian Equal Employment Opportunity Program	DOD, civilian, equal, employment, opportunity				U.S Army Sexual Assault Prevention and Response Program	<a href="http://www.dtic.mil/whs/directives/corres/pdf/144001...">www.dtic.mil/whs/directives/corres/pdf/144001...</a>	
Army Acquisition Corps Membership Policy and Procedures	Army Acquisition Corps Membership	Army, Acquisition, Career, Membership, Policy	06/27/2008			Department of the Army, Army Acquisition Corps	<a href="http://live.usaasc.info/policies-main/">live.usaasc.info/policies-main/</a>	
Kansas Army National Guard Policy Letter	Safety Emphasis for Annual Training	National Guard, Policy, Kansas, Safety, Training	06/10/2008			Departments of the Army and the Air Force, Land Component, Joint Forces Headquarters Kansas	<a href="http://www.ks.ng.mil/jfhq/hro/docs/ATAG_Policy_Lette...20Emphasis%202008%20AT.pdf">www.ks.ng.mil/jfhq/hro/docs/ATAG_Policy_Lette...20Emphasis%202008%20AT.pdf</a>	
Kansas Army National Guard Policy Letter	Annual Training	National Guard, Policy, Soldiers, Training, Mission	06/02/2000		CDR-KSARNG	Departments of the Army and the Air Force, National Guard of Kansas	<a href="http://www.ks.ng.mil/jfhq/hro/docs/ATAG_Policy_Lette...">www.ks.ng.mil/jfhq/hro/docs/ATAG_Policy_Lette...</a>	

**Figure 6. Statements of Policy**

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123456									
Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name	
Fort Bliss Recycling Policy	Recycling Policy	fort bliss, recycling, policy				Fort Bliss	<a href="http://www.bliss.army.mil/bliss_home_files/documents...">www.bliss.army.mil/bliss_home_files/documents...</a>		
TABS	TABS	TABS, BRAC, minutesm guidance, army,				Base Realignment and Closure	<a href="http://www.defenselink.mil/brac/minutes/guidance/Ar...">www.defenselink.mil/brac/minutes/guidance/Ar...</a>		
Policy 11 Formation of the Individual Physical Fitness Training	Formation of the Individual Physical Fitness Training	individual, training, fitness, physical				Combat Support Training Center Policies	<a href="http://www.liggett.army.mil/pdf/policiesPDF/Policy%2011-%20Formation%20and%20Individual%20Physical%20Fitness%20Training.pdf">www.liggett.army.mil/pdf/policiesPDF/Policy%2011-%20Formation%20and%20Individual%20Physical%20Fitness%20Training.pdf</a>		
Scope of BRAC	Scope of BRAC	scope, BRAC, minutes, guidance, army				Base Realignment and Closure	<a href="http://www.defenselink.mil/brac/minutes/guidance/Ar...of BRAC.zip">www.defenselink.mil/brac/minutes/guidance/Ar...of BRAC.zip</a>		
Recommendations, CRs, Scenarios	Recommendations, CRs, Scenarios	Recommendations, CRs, Scenarios				Base Realignment and Closure	<a href="http://www.defenselink.mil/brac/minutes/guidance/Ar...CRs, Scenarios.zip">www.defenselink.mil/brac/minutes/guidance/Ar...CRs, Scenarios.zip</a>		
Policy 10 Policy Interpretation of the Medical Facility	Use of the fort hunter liggett medical treatment facility	fort hunter liggett, medical, facility, policy				Combat Support Training Center Policies	<a href="http://www.liggett.army.mil/pdf/policiesPDF/Policy%2010-%20Use%20of%20the%20Fort%20Hunter%20Liggett%20Medical%20Aid%20Station.pdf">www.liggett.army.mil/pdf/policiesPDF/Policy%2010-%20Use%20of%20the%20Fort%20Hunter%20Liggett%20Medical%20Aid%20Station.pdf</a>		
Policy Memos	Policy Memos	Policy Memos				Base Realignment and Closure	<a href="http://www.defenselink.mil/brac/minutes/guidance/Ar...Memos.zip">www.defenselink.mil/brac/minutes/guidance/Ar...Memos.zip</a>		
Kick Off Memos	Kick Off Memos	Kick off memos				Base Realignment and Closure	<a href="http://www.defenselink.mil/brac/minutes/guidance/Ar...Memos.zip">www.defenselink.mil/brac/minutes/guidance/Ar...Memos.zip</a>		
Policies Memorandums	Fort Knox Policies	fort knox, policies, memorandums	06/18/2002			Fort Knox	<a href="http://www.knox.army.mil/garrison/dhr/asd/knox_polic...">www.knox.army.mil/garrison/dhr/asd/knox_polic...</a>		
Policies and Regulations	Index of Fort Sill Publications	publications, fort sill, supplements, regulations, circulars, memorandums, policy, pamphlets				Fort Sill	<a href="http://sill-www.army.mil/dhr/Admin_Svcs_Div/FS_Pubs/INDE">sill-www.army.mil/dhr/Admin_Svcs_Div/FS_Pubs/INDE</a>		

**Figure 7. Interpretations of Policy**

- The (a)(2)(C) Records contain administrative staff manuals and instructions, or portions thereof, that establish DoD policy or interpretation of policy that affect the public. See **Figure 8**, **Figure 9**, **Figure 10**, **Figure 11**, and **Figure 12**.

<b>(a)(2)(C) Records</b>	Administrative staff manuals and instructions, or portions thereof, that establish DoD policy or interpretations of policy that affect the public.
<p style="margin: 0;"><b>Manuals</b></p> <p style="margin: 0;"><b>Instructions</b></p> <p style="margin: 0;"><b>Guides</b></p> <p style="margin: 0;"><b>Regulations</b></p>	

**Figure 8. (a)(2)(C) Records**

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Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Department of the Army Technical Manual	Real Estate Operations in Oversea Commands	Manual, Real Estate, Operations, Oversea, Commands	12/10/1958		TM 5-300	USACE		USACE Technical Manual.pdf
Reimer Digital Library	Training Manuals	Training manual, Regulation, Guidance, Policy				TRADOC	<a href="http://rdl.train.army.mil/soldierportal/soldier.portal">rdl.train.army.mil/soldierportal/soldier.portal</a>	
Army Publications	Regulations, Pamphlets	Regulations, Pamphlets				USAPA	<a href="http://www.army.mil/usapa">www.army.mil/usapa</a>	

**Figure 9. Manuals**

Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Army Leadership	Leadership	army, leadership, values, training				Center for Army Leadership	<a href="http://usacac.army.mil/CAC2/repository/materials/fm6-22.pdf">usacac.army.mil/CAC2/repository/materials/fm6-22.pdf</a>	
FM 6-22 Training Support Package	Army Leadership	army, leadership, roles, levels, terms, foundations, character, values				Center for Army Leadership	<a href="http://usacac.army.mil/CAC2/CAL/start_here.html">usacac.army.mil/CAC2/CAL/start_here.html</a>	
Severe Weather Plan	Severe Weather Plan	severe, weather				Devens Reserve Forces Training Area	<a href="http://www.devens.army.mil/regs_pdf/cir115-1.pdf">www.devens.army.mil/regs_pdf/cir115-1.pdf</a>	
Press Release: EPA announces Fort Detrick Area B Groundwater for National Priorities List	EPA announces Fort Detrick Area B Groundwater for National Priorities List	epa, groundwater, ational, priorities, fort detrick	04/01/2009			Fort Detrick	<a href="http://yosemite.epa.gov/opa/admpress.nsf/90829d899...OpenDocument">yosemite.epa.gov/opa/admpress.nsf/90829d899...OpenDocument</a>	
Publications	Fort Lee Electronic Forms/ Publications	Fort Lee, Eelectronic, forms, publicaitons				Fort Lee	<a href="http://www.lee.army.mil/hrd/forms.publications.aspx">www.lee.army.mil/hrd/forms.publications.aspx</a>	
Field Detrick	EPA Announces Fort Detrick Area B Groundwater for National Priorities List	NPL, Fort Detrick, EPA, FFA, groundwater, Army	04/08/2002				<a href="http://www.detrack.army.mil/news/PR-FD05-09.pdf">www.detrack.army.mil/news/PR-FD05-09.pdf</a>	
U.S. Army awards multiple performance-based acquisitions for installation cleanup	performance-based acquisitions for installation cleanup	acquisitions, installation, cleanup, performance, army, awards					<a href="http://www.aec.army.mil/usaec/newsroom/news/news...">www.aec.army.mil/usaec/newsroom/news/news...</a>	
Policy on the Official Use of NTV's	Department of the Army(DA) Policy, Official Use of Nontactical Vehicles(NTV's)	NTV's, domicile duty, transportation, official, restrictions	03/04/2002			Devens Reserve Forces Training Area	<a href="http://www.devens.army.mil/regs_pdf/NTV.pdf">www.devens.army.mil/regs_pdf/NTV.pdf</a>	
COAD/COAR Information Paper 2008	COAD/COAR Information Paper 2008	coad, coar, information				Deputy Chief of Staff, Army G-1	<a href="http://www.armyg1.army.mil/docs/COAD-COAR Info paper 9NOV08.pdf">www.armyg1.army.mil/docs/COAD-COAR Info paper 9NOV08.pdf</a>	
A-4	Travel to Mexico; Including Juarez	travel, mexico, juarez				Fort Bliss	<a href="http://www.bliss.army.mil/bliss_home_files/documents...">www.bliss.army.mil/bliss_home_files/documents...</a>	

**Figure 10. Instructions**

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1 2 3 4 5 6								
Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Exchange Basic Retirement Plan for Employees	Employee Publication on the Exchange Basic Retirement Plan	Benefits, Retirement, AAFES		06/01/2016		Army and Air Force Exchange Service		A027000 AAFES Retirement Plan.pdf
Central Identification Laboratory	Central Identification Laboratory	JPAC, central, identification, laboratory, lab, field, forensic, facilities, DNA	01/01/2009			Central Identification Laboratory	<a href="http://www.jpac.pacom.mil/Downloads/FS3_JPAC_CL.p...">www.jpac.pacom.mil/Downloads/FS3_JPAC_CL.p...</a>	
Developmental Counseling Course	Developmental Counseling Course	developmental, counseling, course, introduction, types, leaders, process				Center for Army Leadership	<a href="http://usacac.army.mil/CAC2/CAL/dc/launcher.htm">usacac.army.mil/CAC2/CAL/dc/launcher.htm</a>	
Self Development Handbook	Self Development Handbook	self development, handbook, strengths, weaknesses, learning, progress				Center for Army Leadership	<a href="http://usacac.army.mil/CAC2/Repository/Materials/CAL...">usacac.army.mil/CAC2/Repository/Materials/CAL...</a>	
Commander's Handbook for Unit Leader Development	Commander's Handbook for Unit Leader Development	commander's, handbook, leader, development, efficient, model, integrate, legacy				Center for Army Leadership	<a href="http://usacac.army.mil/CAC2/Repository/Materials/CAL...">usacac.army.mil/CAC2/Repository/Materials/CAL...</a>	

**Figure 11. Guides**

1 2								
Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
Army Housing Management	Housing Management	army, housing, management				Better Opportunities for Single Soldiers	<a href="http://www.armymwr.com/UserFiles/file/BOSS/r210_5...">www.armymwr.com/UserFiles/file/BOSS/r210_5...</a>	
Army Family Action Plan	Family Action Plan	ar,y, family, action, plan				Better Opportunities for Single Soldiers	<a href="http://new.armymwr.com/UserFiles/file/BOSS/AFAP.pdf">new.armymwr.com/UserFiles/file/BOSS/AFAP.pdf</a>	
Non-appropriated Fund Instrumentalities and Morale, Welfare, and Recreation Programs	Non-appropriated Fund Programs	instrumentalities, morale, welfare, recreation	09/24/2010			Better Opportunities for Single Soldiers	<a href="http://www.apd.army.mil/pdf/files/r215_1.pdf">www.apd.army.mil/pdf/files/r215_1.pdf</a>	
Army Community Service	Army Community Service	army, community service, summary of change, purpose		07/21/2002		Better Oppurtunities for Single Soldiers	<a href="http://www.armymwr.com/portal/recreation/single/do...">www.armymwr.com/portal/recreation/single/do...</a>	
Army Web Site Administration Policy	Army Web Site Administration Policy	army, web, administrative, policy				CIO/ G-6	<a href="http://ciog6.army.mil/PolicyLegislation/tabid/64/Defaul...">ciog6.army.mil/PolicyLegislation/tabid/64/Defaul...</a>	
AR 25-1	Army Knowledge Management and Information Technology Management	army, knowledge, management, information, technology				CIO/ G-6	<a href="http://www.army.mil/usapa/epubs/pdf/r25_1.pdf">www.army.mil/usapa/epubs/pdf/r25_1.pdf</a>	
AR 600-7	Nondiscrimination on the Basis of Handicap in Programs and Activities Assisted or Conducted by the Department of Army	AR 600-7, Nondiscrimination, Handicap, Activities, Assisted, Conducted, Department of Army				U.S. Army Sexual Assault Prevention & Response Program	<a href="http://www.apd.army.mil/pdf/files/r600_7.pdf">www.apd.army.mil/pdf/files/r600_7.pdf</a>	
AR 600-12	EEO and Affirmative Action	AR 600-600, eeo, affirmative, action				U.S. Army Sexual Assault Prevention & Response Program	<a href="http://www.apd.army.mil/pdf/files/r690_12.pdf">www.apd.army.mil/pdf/files/r690_12.pdf</a>	
AR 600-600	Equal Opportunity Discrimination Complaints	AR 600-600, Army, rqual, opportunity, discrimination, complaint				U.S. Army Sexual Assault Prevention & Response Program	<a href="http://eeoa.army.pentagon.mil/web/pdf_doc/r690-600x.pdf">eeoa.army.pentagon.mil/web/pdf_doc/r690-600x.pdf</a>	
AR 600-20	Army Command Policy	AR 600-20, Army, Command, Policy				U.S. Army Sexual Assault Prevention & Response Program	<a href="http://www.apd.army.mil/pdf/files/r600_20.pdf">www.apd.army.mil/pdf/files/r600_20.pdf</a>	

**Figure 12. Regulations**

- The **(a)(2)(D) Records** contain records released to the public, under the FOIA that are or will likely become the subject of subsequent requests. See **Figure 13**.

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<b>(a)(2)(D) Records</b>	Records released to the public, under the FOIA, that are or will likely become the subject of subsequent requests.
<p>Criminal Investigation Records</p> <p>Contracts</p> <p>Army Regulation 15-6 Investigation</p> <p>Sexual Harassment in the Army</p> <p>Intelligence Documents</p> <p>Discrimination and Racial Conflict</p> <p>FOIA Annual Reports</p> <p>Corporal Patrick Tillman</p> <p>Report on Unidentified Flying Objects</p> <p>Espionage</p> <p>Project Canasta Deck</p> <p>Flights to Cambodia</p> <p>Project Canny Lass</p> <p>Intelligence Services</p> <p>Survey Reports</p> <p>Suicides at Houston Recruiting Battalion</p> <p>Statistics</p> <p>Regulation</p> <p>Research Reports</p> <p>Memos</p> <p>WWII Chemical Warfare Services (CWS) Records</p> <p>Congressional Correspondences/Matters</p> <p>Miscellaneous</p> <p>Agent Orange</p> <p>Missouri River Reservoir</p> <p>Audits</p> <p>Financial</p> <p>Military Insignia</p> <p>Plains Southcap Pipeline</p> <p>Chelsea (Bradley) Manning Court-Martial Documents</p> <p>FOIA Logs</p> <p>IG Reports</p> <p>Courts-Martial Results of Trial</p>	

**Figure 13. (a)(2)(D) Records**

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Detainees  
Fort Hood Shooting AR 15-6  
Women in the Service Review (WISR)  
Domestic Violence and Child Abuse Fatality Review Reports  
Dietary Supplements  
Dugway Proving Ground Anthrax Shipment AR 15-6 Investigation  
US v. Bergdahl  
Micah X. Johnson  
Permit Applications

Figure 14. (a)(2)(D) Records Cont.

## 2.2 Searching for Documents

There are two type of searches used with the FOIA Library and are described below:

- **Search:** Search for keywords or topics. You can also use quotation marks and the AND, OR, NOT operators for more accuracy, e.g., Army AND “Marine Corps”.
- **Advanced Search:** Use specific fields to search by title, subject, keyword, document date range, document number, originator, category, or subcategory.



Figure 15. Click to Begin Searching

On the “Document Categories” page, at the top of the page, you can enter search keywords or topics, and click on the **Search** or **Advanced** button. The Advanced Search option is used for a more detailed search. See **Figures 16, Figure 17, and Figure 18.**



Figure 16. FOIA Search

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1 2 3 4 5 6 7 8 9								
Title	Subject	Keywords	Document Date	Upload Date	Document Number	Originator	Link	File Name
January 2017	Summarized Report of Results of Trial.	Trial, Court-Martial		02/16/2017		OTJAG Criminal Law Division		January 2017.pdf
December 2016	Summarized Report of Results of Trial	Trial, Court-Martial		01/19/2017		OTJAG Criminal Law Division		December 2016.pdf
November 2016	Summarized Report of Results of Trial	Trial, Court-Martial		12/20/2016		OTJAG Criminal Law Division		November 2016.pdf
October 2016	Summarized Report of Results of Trial	Trial, Court-Martial		11/29/2016		OTJAG Criminal Law Division		October 2016.pdf
September 2016	Summarized Report of Results of Trial	Trial, Court-Martial		11/01/2016		OTJAG Criminal Law Division		September 2016 - Courts-Martial Results.pdf
FY 2015 Army Crime Report	The Army Crime Report provides commanders, leaders and managers with critical insight into disciplinary issues impacting Army readiness.	Army Crime Report OPMG CID Criminal Suspect Investigation Felony Misdemeanor Suicide Death Demographics, Trends, Violent, "Non-Violent", Drug, Alcohol		10/12/2016		U.S. Army Office of the Provost Marshal General		FY2015ArmyCrimeReport RELEASE.pdf
August 2016	Summarized Report of Results of Trial	Trial, Court-Martial		09/22/2016		OTJAG Criminal Law Division		August 2016 - Courts-Martial Results.pdf
Mariano's Bannockburn Illinois Permit	Mariano's Permit Documents	Marianos, Wetlands, Permits		09/20/2016		USACE-Chicago District		Mariano's Permit Documents.pdf
July 2016	Summarized Report of Results of Trial	Trial, Court-Martial		08/29/2016		OTJAG Criminal Law Division		July 2016 - Courts-Martial Results.pdf
Findings of Fact, Conclusions of Law and Ruling--Defense Motion for New Pretrial Advice		Government, Court, Defense Bergdahl, Bowe	05/31/2016	06/01/2016				AE 9.pdf
1 2 3 4 5 6 7 8 9								

**Figure 17. FOIA Search Results**

**RMDA** Freedom of Information Act Library

Advanced

**Advanced Search**

Keyword  Title   
 Subject  Document Date    
 Document Number  Originator   
 Category  Sub-Category

**Figure 18. FOIA Advanced Search**

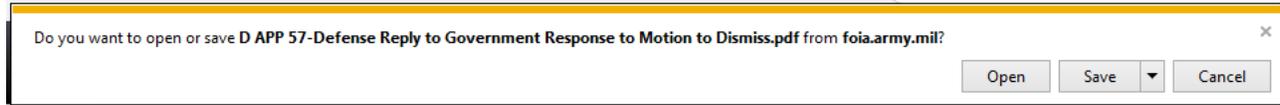
## 2.3 Recent Additions

There is also a link on the main web page that reveals the five recent additions to the FOIA Library. The example used in the document shows the following items:

- D APP 57- Defense Reply to Government Response to Motion to Dismiss [More »](#)
- AE 36 Findings of Fact, Conclusions of Law and Ruling - Defense Motion to Dismiss for Unlawful... [More »](#)
- January 2017 [More »](#)
- 2016 Exchange FOIA Log [More »](#)

- G APP 68 - Government Response to Defense Motion to Dismiss 1 Feb 2017 [More »](#)

By selecting [More »](#), a window will appear with the options to “Open” or “Save” the file. See **Figure 19**.



**Figure 19. Open/Save File**

## 2.4 Popular Searches

The FOIA Library also tracks the recent popular searches from the website and can be found in the lower right hand corner of the web page. See **Figure 20**.



**Figure 20. Popular Searches**

### 3 Acronyms

This section contains a list of acronyms and abbreviations used in this document.

DoD	Department of Defense
DOJ	Department of Justice
e-FOIA	Electronic FOIA
EO	Executive Order
FACTS	Freedom of Information and Privacy Acts Case Tracking System
FOIA	Freedom of Information Act
IMO	Information Management Office
OMB	Office of Management and Budget
U.S.C.	United States Code
USARMDA	U.S. Army Records Management and Declassification Agency

## 4 References

The following references illustrate public laws which have been issued on the subject of information security and should be used to demonstrate RMDA responsibilities associated with protection of its information assets:

Executive Order 13392, "Improving Agency Disclosure of Information," 14 December 2005

5 United States Code 552, The Freedom of Information Act (with Amendments)

Army Regulation 25-55, "Department of the Army Freedom of Information Act Program," 1 November 1997

5 32 Code of Federal Regulations 518.9, "FOIA Reading Room," 1 July 2016

Department of Defense 5400.7-R, "Department of Defense Freedom of Information Act Handbook" 4 September 1998