3. Agency Component Abbreviations

|  |  |
| --- | --- |
| Component Abbreviation | Component Name |
|  |  |
|  |  |
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| **IV. Exemption 3 Statutes** |

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| --- | --- | --- | --- | --- | --- |
| Statute | Type of Information Withheld | Case Citation | Agency / Component | Number of Times Relied upon by Agency / Component | Total Number of Times Relied upon by Agency Overall |
| 41 U.S.C. § 4702 | Contractor proposals that are in the possession or control of an executive agency and that have not been set forth or incorporated by reference into contracts | Sinkfield v. HUD, No. 10-855, 2012 U.S. Dist. LEXIS 35233, at \*13-15 (S.D. Ohio Mar. 15, 2012); Margolin v. NASA, No. 09CV-00421-LRH-VPC, 2011 WL 1303221, at \*6 (D. Nev. Mar. 31, 2011); Hornbostel v. U.S. Dep't of the Interior, 305 F. Supp. 2d 21, 30 (D.D.C. 2003), summary affirmance granted, No. 03-5257, 2004 WL 1900562 (D.C. Cir. Aug. 25, 2004). | GSA | 21 | 21 |
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**V.A. FOIA REQUESTS -- RECEIVED, PROCESSED AND PENDING FOIA REQUESTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | Number of Requests Pending as of Start of Fiscal Year | Number of Requests Received in Fiscal Year | Number of Requests Processed in Fiscal Year | Number of Requests Pending as of End of Fiscal Year |
| GSA | 174 | 934 | 973 | 135 |
|  |  |  |  | 0 |
| AGENCY OVERALL | 174 | 934 | 973 | 135 |

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|  |
| *The U.S. General Services Administration (GSA) for FY 2014 reported that the number of cases processed at the end of the fiscal year for GSA was 1508. As a result of our data reconciliation and validation efforts, we have determined that the number should have been 1509; that corrected number is reflected here.* |
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|  |

**V.B.(1). DISPOSITION OF FOIA REQUESTS -- ALL PROCESSED REQUESTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | Number of Full Grants | Number of Partial Grants / Partial Denials | Number of Full Denials Based on Exemptions | Number of Full Denials Based on Reasons Other than Exemptions | | | | | | | | |  |
| No Records | All Records Referred to Another Component or Agency | Request Withdrawn | Fee-Related Reason | Records not Reasonably Described | Improper FOIA Request for Other Reason | Not Agency Record | Duplicate Request | Other \*Explain in Chart Below | TOTAL |
| GSA | 179 | 436 | 40 | 112 | 4 | 70 | 36 | 63 | 4 | 19 | 10 | 0 | 973 |
|  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |
| AGENCY OVERALL | 179 | 436 | 40 | 112 | 4 | 70 | 36 | 63 | 4 | 19 | 10 | 0 | 973 |

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**V.B.(2). DISPOSITION OF FOIA REQUESTS -- "OTHER" REASONS FOR "FULL DENIALS BASED ON REASONS OTHER THAN EXEMPTIONS"**

|  |  |  |  |
| --- | --- | --- | --- |
| Agency / Component | Description of "Other" Reasons for Denials from Chart B(1) | Number of Times "Other" Reason Was Relied Upon | TOTAL |
| GSA | N/A | 0 | 0 |
|  |  |
| AGENCY OVERALL |  |  | 0 |
|  |  |  |  |

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**V.B.(3). DISPOSITION OF FOIA REQUESTS -- NUMBER OF TIMES EXEMPTIONS APPLIED**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | Ex. 1 | Ex. 2 | Ex. 3 | Ex. 4 | Ex. 5 | Ex. 6 | Ex. 7(A) | Ex. 7(B) | Ex. 7(C) | Ex. 7(D) | Ex. 7(E) | Ex. 7(F) | Ex. 8 | Ex. 9 |
| GSA | 0 | 13 | 21 | 122 | 50 | 178 | 9 | 0 | 32 | 6 | 5 | 50 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 0 | 13 | 21 | 122 | 50 | 178 | 9 | 0 | 32 | 6 | 5 | 50 | 0 | 0 |

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**VI.A. ADMINISTRATIVE APPEALS OF INITIAL DETERMINATIONS OF FOIA REQUESTS -- RECEIVED, PROCESSED, AND PENDING ADMINISTRATIVE APPEALS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | Number of Appeals Pending as of Start of Fiscal Year | Number of Appeals Received in Fiscal Year | Number of Appeals Processed in Fiscal Year | Number of Appeals Pending as of End of Fiscal Year |
| GSA | 2 | 37 | 37 | 2 |
|  |  |  |  | 0 |
| AGENCY OVERALL | 2 | 37 | 37 | 2 |

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**VI.B. DISPOSITION OF ADMINISTRATIVE APPEALS -- ALL PROCESSED APPEALS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Agency / Component | Number Affirmed on Appeal | Number Partially Affirmed & Partially Reversed/Remanded on Appeal | Number Completely Reversed/Remanded on Appeal | Number of Appeals Closed for Other Reasons | TOTAL |
| GSA | 22 | 9 | 0 | 6 | 37 |
|  |  |  |  |  | 0 |
| AGENCY OVERALL | 22 | 9 | 0 | 6 | 37 |

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**VI.C.(1). REASONS FOR DENIAL ON APPEAL -- NUMBER OF TIMES EXEMPTIONS APPLIED**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | Ex. 1 | Ex. 2 | Ex. 3 | Ex. 4 | Ex. 5 | Ex. 6 | Ex. 7(A) | Ex. 7(B) | Ex. 7(C) | Ex. 7(D) | Ex. 7(E) | Ex. 7(F) | Ex. 8 | Ex. 9 |
| GSA | 0 | 0 | 5 | 7 | 7 | 19 | 0 | 0 | 11 | 1 | 2 | 7 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 0 | 0 | 5 | 7 | 7 | 19 | 0 | 0 | 11 | 1 | 2 | 7 | 0 | 0 |

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**VI.C.(2). REASONS FOR DENIAL ON APPEAL -- REASONS OTHER THAN EXEMPTIONS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | No Records | Records Referred at Initial Request Level | Request Withdrawn | Fee-Related Reason | Records not Reasonably Described | Improper Request for Other Reasons | Not Agency Record | Duplicate Request or Appeal | Request in Litigation | Appeal Based Solely on Denial of Request for Expedited Processing | Other \*Explain in chart below |
| GSA | 3 | 9 | 4 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 3 | 9 | 4 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 0 |

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**VI.C.(3). REASONS FOR DENIAL ON APPEAL -- "OTHER" REASONS**

|  |  |  |  |
| --- | --- | --- | --- |
| Agency / Component | Description of "Other" Reasons for Denial on Appeal from Chart C(2) | Number of Times "Other" Reason Was Relied Upon | TOTAL |
| GSA | N/A | 0 | 0 |
|  |  |
| AGENCY OVERALL |  |  | 0 |
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**VI.C.(4). RESPONSE TIME FOR ADMINISTRATIVE APPEALS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days |
|  |  |  |  |  |
|  |  |  |  |  |
| AGENCY OVERALL | 30.50 | 39.95 | <1 | 126.00 |

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**VI.C.(5). TEN OLDEST PENDING ADMINISTRATIVE APPEALS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component |  | 10th Oldest Appeal | 9th | 8th | 7th | 6th | 5th | 4th | 3rd | 2nd | Oldest Appeal |
|  | Date of Appeal |  |  |  |  |  |  |  |  |  |  |
| Number of Days Pending |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | Date of Appeal | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 2015-09-16 | 2015-06-23 |
| Number of Days Pending | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 69 |

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**VII.A. FOIA REQUESTS -- RESPONSE TIME FOR ALL PROCESSED PERFECTED REQUESTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | SIMPLE | | | | COMPLEX | | | | EXPEDITED PROCESSING | | | |
| Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days | Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days | Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 17 | 21.74 | <1 | 40 | 27 | 32.56 | <1 | 221 | 19 | 20.14 | <1 | 89 |

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**VII.B. PROCESSED REQUESTS -- RESPONSE TIME FOR PERFECTED REQUESTS IN WHICH INFORMATION WAS GRANTED**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | SIMPLE | | | | COMPLEX | | | | EXPEDITED PROCESSING | | | |
| Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days | Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days | Median Number of Days | Average Number of Days | Lowest Number of Days | Highest Number of Days |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 19 | 25.42 | <1 | 40 | 32 | 41.01 | 1 | 221 | 19 | 19.18 | <1 | 89 |

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**VII.C. PROCESSED SIMPLE REQUESTS -- RESPONSE TIME IN DAY INCREMENTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | <1-20 Days | 21-40 Days | 41-60 Days | 61-80 Days | 81-100 Days | 101-120 Days | 121-140 Days | 141-160 Days | 161-180 Days | 181-200 Days | 201-300 Days | 301-400 Days | 401+ Days | TOTAL |
| GSA | 326 | 355 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 681 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |
| AGENCY OVERALL | 326 | 355 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 681 |

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**VII.C. PROCESSED COMPLEX REQUESTS -- RESPONSE TIME IN DAY INCREMENTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | <1-20 Days | 21-40 Days | 41-60 Days | 61-80 Days | 81-100 Days | 101-120 Days | 121-140 Days | 141-160 Days | 161-180 Days | 181-200 Days | 201-300 Days | 301-400 Days | 401+ Days | TOTAL |
| GSA | 80 | 74 | 30 | 17 | 4 | 3 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 211 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |
| AGENCY OVERALL | 80 | 74 | 30 | 17 | 4 | 3 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 211 |

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**VII.C. PROCESSED REQUESTS GRANTED EXPEDITED PROCESSING -- RESPONSE TIME IN DAY INCREMENTS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | <1-20 Days | 21-40 Days | 41-60 Days | 61-80 Days | 81-100 Days | 101-120 Days | 121-140 Days | 141-160 Days | 161-180 Days | 181-200 Days | 201-300 Days | 301-400 Days | 401+ Days | TOTAL |
| GSA | 10 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | 0 |
| AGENCY OVERALL | 10 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14 |

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**VII.D. PENDING REQUESTS -- ALL PENDING PERFECTED REQUESTS**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | SIMPLE | | | COMPLEX | | | EXPEDITED PROCESSING | | |
| Number Pending | Median Number of Days | Average Number of Days | Number Pending | Median Number of Days | Average Number of Days | Number Pending | Median Number of Days | Average Number of Days |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | 72 | 22 | 29.24 | 47 | 27 | 46.94 | 1 | 25 | 25 |

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**VII.E. PENDING REQUESTS -- TEN OLDEST PENDING PERFECTED REQUESTS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component |  | 10th Oldest Request | 9th | 8th | 7th | 6th | 5th | 4th | 3rd | 2nd | Oldest Request |
|  | Date of Receipt |  |  |  |  |  |  |  |  |  |  |
| Number of Days Pending |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | Date of Receipt | 2015-02-12 | 2015-01-26 | 2015-02-12 | 2015-02-12 | 2015-02-12 | 2015-02-12 | 2015-03-12 | 2015-03-12 | 2014-12-24 | 2014-12-18 |
| Number of Days Pending | 69 | 75 | 107 | 107 | 107 | 107 | 141 | 141 | 193 | 222 |

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**VIII.A. REQUESTS FOR EXPEDITED PROCESSING**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Agency / Component | Number Granted | Number Denied | Median Number of Days to Adjudicate | Average Number of Days to Adjudicate | Number Adjudicated Within Ten Calendar Days |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| AGENCY OVERALL | 16 | 114 | 1 | 1.32 | 129 |

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**VIII.B. Requests for Fee Waiver**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | Number Granted | Number Denied | Median Number of Days to Adjudicate | Average Number of Days to Adjudicate |
|  |  |  |  |  |
|  |  |  |  |  |
| AGENCY OVERALL | 38 | 75 | 1 | 3.37 |

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| **IX. FOIA Personnel and Costs** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Agency / Component | PERSONNEL | | | COSTS | | |
| Number of "Full-Time FOIA Employees" | Number of "Equivalent Full-Time FOIA Employees" | Total Number of "Full-Time FOIA Staff" | Processing Costs | Litigation-Related Costs | Total Costs |
| GSA | 15 | 0.69 | 15.69 | $1,124,927.60 | $0.00 | $1,124,927.60 |
|  |  |  | 0 |  |  | $0.00 |
| AGENCY OVERALL | 15 | 0.69 | 15.69 | $1,124,927.60 | $0.00 | $1,124,927.60 |

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| **X. Fees Collected for Processing Requests** |

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| --- | --- | --- |
| Agency / Component | Total Amount of Fees Collected | Percentage of Total Costs |
| GSA | $43,793.55 | 3.89% |
|  |  |  |
| AGENCY OVERALL | $43,793.55 | 3.89% |

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| **XII.A. Backlogs of FOIA Requests and Administrative Appeals** |

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| --- | --- | --- |
| Agency / Component | Number of Backlogged Requests as of End of Fiscal Year | Number of Backlogged Appeals as of End of Fiscal Year |
| GSA | 49 | 1 |
|  |  |  |
| AGENCY OVERALL | 49 | 1 |

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**XII.B. CONSULTATIONS ON FOIA REQUESTS -- RECEIVED, PROCESSED, AND PENDING CONSULTATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | Number of Consultations Received from Other Agencies that were Pending at the Agency as of Start of the Fiscal Year | Number of Consultations Received from Other Agencies During the Fiscal Year | Number of Consultations Received from Other Agencies that were Processed by the Agency During the Fiscal Year | Number of Consultations Received from Other Agencies that were Pending at the Agency as of End of the Fiscal Year |
| GSA | 0 | 0 | 0 | 0 |
|  |  |  |  | 0 |
| AGENCY OVERALL | 0 | 0 | 0 | 0 |

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**XII.C. CONSULTATIONS ON FOIA REQUESTS -- TEN OLDEST CONSULTATIONS RECEIVED FROM OTHER AGENCIES AND PENDING AT THE AGENCY**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Agency / Component |  | 10th Oldest Consultation | 9th | 8th | 7th | 6th | 5th | 4th | 3rd | 2nd | Oldest Consultation |
|  | Date |  |  |  |  |  |  |  |  |  |  |
| Number of Days |  |  |  |  |  |  |  |  |  |  |
| AGENCY OVERALL | Date | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Number of Days | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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**XII.D.(1). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- REQUESTS RECEIVED AND PROCESSED**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | NUMBER OF REQUESTS RECEIVED | | NUMBER OF REQUESTS PROCESSED | |
| Number Received During Fiscal Year from Last Year's Annual Report | Number Received During Fiscal Year from Current Annual Report | Number Processed During Fiscal Year from Last Year's Annual Report | Number Processed During Fiscal Year from Current Annual Report |
| GSA | 1,522 | 934 | 1,509 | 973 |
|  |  |  |  |  |
| AGENCY OVERALL | 1,522 | 934 | 1,509 | 973 |

|  |
| --- |
|  |
| *The U.S. General Services Administration (GSA) for FY 2014 reported that the number of cases processed at the end of the fiscal year for GSA was 1508. As a result of our data reconciliation and validation efforts, we have determined that the number should have been 1509; that corrected number is reflected here.* |
|  |
|  |

**XII.D.(2). COMPARISON OF NUMBERS OF REQUESTS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED REQUESTS**

|  |  |  |
| --- | --- | --- |
| Agency / Component | Number of Backlogged Requests as of End of the Fiscal Year from Previous Annual Report | Number of Backlogged Requests as of End of the Fiscal Year from Current Annual Report |
| GSA | 84 | 49 |
|  |  |  |
| AGENCY OVERALL | 84 | 49 |

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**XII.E.(1). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- APPEALS RECEIVED AND PROCESSED**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agency / Component | NUMBER OF APPEALS RECEIVED | | NUMBER OF APPEALS PROCESSED | |
| Number Received During Fiscal Year from Last Year's Annual Report | Number Received During Fiscal Year from Current Annual Report | Number Processed During Fiscal Year from Last Year's Annual Report | Number Processed During Fiscal Year from Current Annual Report |
| GSA | 12 | 37 | 16 | 37 |
|  |  |  |  |  |
| AGENCY OVERALL | 12 | 37 | 16 | 37 |

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**XII.E.(2). COMPARISON OF NUMBERS OF ADMINISTRATIVE APPEALS FROM PREVIOUS AND CURRENT ANNUAL REPORT -- BACKLOGGED APPEALS**

|  |  |  |
| --- | --- | --- |
| Agency / Component | Number of Backlogged Appeals as of End of the Fiscal Year from Previous Annual Report | Number of Backlogged Appeals as of End of the Fiscal Year from Current Annual Report |
| GSA | 2 | 1 |
|  |  |  |
| AGENCY OVERALL | 2 | 1 |

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