



GUAM ENVIRONMENTAL PROTECTION AGENCY



AHENSIAN PRUTEKSION LINA'LA GUAHAN

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MEMORANDUM

TO: Attorney General of Guam
FROM: Administrator
SUBJECT: Freedom of Information Annual Report (FY03)

Buenas yan Saluda!

In accordance with 5 GCA §10107, the following is the Freedom of Information (FOI) Annual Report for fiscal year 2003 for the Guam Environmental Protection Agency.

- (1) Number of determinations made by the agency not to comply with requests for records as per §10108 and the reasons for each such determination.

No such determinations were made.

- (2) Number of requests for records pending before the Agency as of September 30 of the preceding year, and the median number of days such requests were pending as of that date.

No requests were pending as of September 30 of the preceding year (i.e. FY02).

- (3) Number of requests received and processed by the Agency.

The Agency received and processed 23 requests.

- (4) Median number of days taken by the Agency to process requests.

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- (5) Number of full time staff devoted to processing requests for records and the total amount expended by the Agency to process the requests.

No staff, full time or otherwise, are "devoted" to this work task; however, no less than eight (8) staff were involved in processing requests for records at an estimated expense of \$4,150.00

The Agency will post this report on its Web site at www.guamepa.govguam.net by the end of February 2004 and an electronic (diskette) copy of this report is attached as required by §10107(b).

If you have any questions please do not hesitate to call the Agency at 475-1658/9.

/s/

FRED M. CASTRO

cc: Governor's Chief of Staff