

FY24 - Process FOIA Requests Timely

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Targets and Thresholds

1	2	3	4	5	6	7	8	9	10
89.00	90.50	92.00	93.50	95.00	95.40	95.80	96.20	96.60	97.00

Description

The goal of the Process FOIA Requests Timely is to ensure that less than 5% of the total number of FOIA requests received during the fiscal year are backlogged as overdue by the end of the fiscal year.

Process FOIA Requests Timely is one portion (20%) of the Functional Effectiveness - GC indicator.

Measurement Period

Process FOIA Requests Timely will be measured each month and cumulative scores will be reported as Year-To-Date (YTD) result.

Data Source and Calculation

- Source** – FOIA Express - FY Status Report
- Indicator Value** – The cumulative percentage of FOIA requests processed timely throughout the fiscal year.
(Total Requests Received - Total Overdue Requests) / Total Requests Received
- Business Rule** – Example: (846-131) / 846 = 84.52% FY24 YTD
- Decimal Precision** – 2 Decimals

Data Validation

Point of Contact - Linda Crump

Applicable Positions / Units, Measurement Depth and Weight:

Scorecard Name	Depth	FE Weight	Total Weight Towards Composite
HQ GC	Nation	20.0%	10.0%