

# FOIA TASKING NOTIFICATION

The BLM Alaska State Office currently is processing the following described FOIA request:

FOIA Control #: \_\_\_\_\_ EFTS Control #: \_\_\_\_\_

Requester's Name: \_\_\_\_\_ Organization: \_\_\_\_\_

**DUE DATE:** \_\_\_\_\_ If you cannot meet this date, please call the State FOIA Officer, Brendan Henry at (907) 271-3356 or email him at BHenry@blm.gov, as soon as possible.

## **ROLES AND RESPONSIBILITIES:**

Tasked Offices: Searching, reviewing, and **recommending releasing/withholding records.**

State FOIA Officer: All other FOIA requirements; i.e., controlling, scoping, researching, reviewing, final response, etc.

**REQUESTER AGREES TO PAY FEES:** \_\_\_\_\_

## **DESCRIPTION OF REQUESTED RECORDS:**

**SEARCH INSTRUCTIONS:** See attached AKSO/Field Office FOIA Checklist for details.