



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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In Reply Refer To:
1278 (950) P

November 13, 2013

EMS TRANSMISSION: 11/14/2013
Information Bulletin No. ID-2014-008

To: Idaho Leadership Team/Idaho Managers Forum
Attn: Public Affairs Specialists
Idaho Freedom of Information Act Coordinators

From: Acting Deputy State Director for Support Services

Subject: Congressional Freedom of Information Act (FOIA) Requests for Records

This Information Bulletin serves as a reminder of the on-going policy for processing requests for non-public information from: (1) individual members of Congress and (2) Congressional committees or subcommittees.

Requests for access to non-public information from individual members of Congress are processed under the FOIA in the same manner as requests from the general public. These requests will be processed by the State FOIA Coordinator to ensure that all responsive records are reviewed (and redacted as appropriate) prior to release.

However, Congressional committee or subcommittee requests are not processed under the FOIA and must be forwarded to the Office of Communications immediately upon receipt. The Office of Communications will respond to these types of requests and follow the special handling procedures as outlined in the Bureau of Land Management (BLM) Manual 1278. These step-by-step procedures can be found in the [BLM Manual 1278, Congressional FOIA Requests](#) (page 7-1).

For further clarification or questions, please contact Gloria Van Noy, State FOIA Coordinator, at (208) 373-3947 or Yadyra Esparza, State FOIA Specialist, at (208) 373-3931.

Signed by:
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Authenticated by:
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