

How can OGIS help you?

The Office of Government Information Services (OGIS)

helps to resolve disputes between Freedom of Information Act (FOIA) requesters and federal agencies as a free, non-exclusive alternative to litigation.

OGIS

- Provides mediation services to help resolve disputes between FOIA requesters and federal agencies at any time in the FOIA administrative process.
- Helps guide requesters through the FOIA process.
- Reviews agency FOIA compliance to identify trends and strategies to improve performance.
- Advocates for the FOIA process to work as intended.

OGIS DOES NOT

- Address requests that are already in litigation.
- Provide legal assistance.
- Enforce FOIA or compel agencies to release documents.
- Review or process pending FOIA requests or appeals.
- Provide assistance outside the realm of FOIA, including Privacy Act matters, state/local FOI matters, or underlying disputes with agencies.

TO REQUEST OGIS ASSISTANCE, PLEASE SEND:

- Basic information regarding your request, such as name of the agency or agencies to which you submitted your request(s), and any assigned tracking numbers;
- A clear description of the issue or the assistance you seek from OGIS; and
- Copies of all relevant FOIA correspondence between you and the federal agency including the initial request, the agency response, and appeal documentation.

These materials can be sent as PDF attachments to

ogis@nara.gov

or by mail to

**8601 Adelphi Rd
Room 3600
College Park, MD
20740-6001**

An OGIS facilitator will review your submission and any materials you have included. We will contact you when we have additional information to share about your dispute.



The FOIA Process: Who Can Help and When

FOIA requesters have two resources that can assist them during the FOIA process: OGIS and the agency FOIA Public Liaison (FPL).

