Department of Energy
Washington, DC 20585

January 9, 2009

MEMORANDUM TO: MIRIAM LEGAN, FOIA OFFICER
CHICAGO OPERATIONS OFFICE

FROM: VERLETTE L. GATLIN
DEPUTY DIRECTOR
OFFICE OF INFORMATION RESOURCES

SUBJECT: FOIA REQUEST OF LYNNE SKELLEY (FOIA-2009-000011)

The attached request submitted by Ms. Lynne Skelley is transferred to your office for action. Ms. Skelley submitted the request under the Freedom of Information Act. Please conduct a search for responsive documents and inform him of the results of the search.

For your information, I also attached a copy of our correspondence to Ms. Skelley. If you have any additional questions about this transmittal, please contact Ms. Vera Dunmore of my staff on (202) 586-4047.

Attachments

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Department of Energy
Washington, DC 20585

January 9, 2009

Ms. Lynne Skelley
8400 Westpark Drive, 4th Floor
McLean, VA 22102

Re: FOIA-2009-000011

Dear Ms. Skelley:

This is in further response to the request for information that you sent to the Department of Energy (DOE) under the Freedom of Information Act (FOIA), 5 U.S.C. 552. You asked for a copy of basic contract # DEAC0298CH10886.

Any documents that may exist at the DOE that are responsive to the request are under the jurisdiction of the Chicago Operations Office (CHO). For this reason, I have sent the request to Ms. Miriam Legan, the FOIA Officer at that location, to conduct a search of their files.

In compliance with the FOIA, the 20 day response time will begin when the CHO receives the request. Ms. Legan will provide you a response about the releasability of any responsive documents that are located.

If you have any questions about the processing of the request, please contact Ms. Miriam Legan at the CHO at 9800 S. Cass Avenue, Argonne, IL, 60439. She also can be contacted on (630) 252-2041.

This is the final response that you will receive about your request from this office. You may contact Ms. Vera Dunmore of my staff on (202) 586-4047 with any questions about this letter.

I appreciate the opportunity to assist you.

Sincerely,

Verlette L. Gatlin, Deputy Director
FOIA and Privacy Act Office
Office of Information Resources

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