

## **Chief FOIA Officer Report**

**Name and Title of Chief FOIA Officer:** Thomas Goonan, General Counsel

The United States Chemical Safety and Hazard Investigation Board (CSB) has had many successes this reporting year. After a realignment in 2019, the CSB increased its staff attorneys to two persons assigned to responding to FOIA requests. Both of these attorneys attended the 2019 National FOIA Training Conference sponsored by the American Society of Access Professionals (ASAP), as well as other FOIA-related training. Additionally, in January 2020, the CSB FOIA staff attorneys provided basic FOIA training to non-FOIA professionals at a CSB Investigator training.

The CSB has also made efforts to become more effective in handling incoming FOIA requests and reducing its FOIA backlog. First, it acquired FOIA processing software to increase the utilization of technology internally and to create a requestor-friendly web environment. The CSB is launching its new FOIA requestor site this March 2020. The office has significantly reduced its backlog. It has reached out to the holders of the oldest FOIA requests, resulting in the closure of the nine of the ten oldest requests in this reporting period. Recent communications with requestors indicate that in 2020 the CSB is on track to reduce its FOIA backlog by at least 20%.