

OpenText Compliance Brief - Government FOIA

Overview of FOIA

The **Freedom of Information Act** is a law that gives citizens the right to access information from any federal government agency. It is often described as the law that keeps citizens in the know about what their government is doing. Under the FOIA, government agencies must disclose any information that is requested – unless that information is protected from public disclosure e.g. protection of personal privacy or national security.

The FOIA requires that agencies automatically disclose certain information, including frequently requested records. Regulations also require government agencies to respond to FOIA requests within a mandated period of time and to provide reports that indicate their performance in meeting the mandate.

Currently there are over 95 countries that have Freedom of Information laws or similar regulations. The principles are similar: governments are typically bound by a duty to publish and promote openness; requests may be made for government-held information; information should be received at no or minimal cost, barring specified exceptions; information requests must be fulfilled within a required timeframe as specified in each Act.

INDUSTRY

Government

WHO IS SUBJECT

Government departments and agencies

THE OPENTEXT SOLUTION

FOIA REQUEST TRACKING

OpenText Freedom of Information Act (FOIA) Request Tracking solution provides an automated and streamlined process that tracks incoming FOIA Requests through all the steps required to comply with the Act.

Built on OpenText Content Server, OpenText FOIA Request Tracking provides the ability to capture, store and manage all FOIA Response Packages, and optionally provides the capability to manage these documents as official records using DoD 5015.2 certified Records Management capabilities.

OpenText FOIA Request Tracking also records all metrics throughout the process and automatically generates required annual reports.

www.opentext.com