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Charles V. Esteves
Administrator
Leo Rustum J. Espia
Acting Deputy Administrator

February 1, 2019

The Honorable Levin T. Camacho
Attorney General of Guam
590 South Marine Corps Drive
Suite 706, ITC Building
Tamuning, Guam 96913

Dear Mr. Attorney General:

In accordance with Title 5 Guam Code Annotated (G.C.A.), §10107, we are submitting our Fiscal Year (FY) 2018 Annual Report for Freedom of Information Act (FOIA) requests.

a. §10107(a)(1) the number of determinations made by the agency not to comply with requests for records made to such agency under §10108 of this Chapter and the reasons for each such determination.

0 – All requests for records were determined to be valid.

b. §10107(a)(2) the number of requests for records pending before the agency as of September 30 of the preceding year, and the median number of days that such requests had been pending before the agency as of that date.

0 - The agency did not receive FOIA requests in FY'17

c. §10107(a)(3) the number of requests for records received by the agency and the number of requests which the agency processed.

Number of Requests for Records Received	Number of Requests Processed
2	2

d. §10107(a)(4) the median number of days taken by the agency to process different types of requests.

Five (5) working days.

e. §10107(a)(5) the number of full-time staff of the agency devoted to processing requests for records under this Section, and the total amount expended by the agency for processing such requests.

Number of Full-Time Staff Devoted to Processing Requests for Records	Total Amount Expended
2	\$62.75

In accordance with 5 G.C.A. §10107(b), a link will be made available to download our report on our website at <http://ghs.guam.gov/>.

Please contact me if you have any questions at mobile (671) 687-4821 or charles.esteves@ghs.guam.gov.

Sincerely,



Charles V. Esteves
Administrator, Office of Civil Defense