



Department of Energy
National Nuclear Security Administration
Office of the General Counsel
P. O. Box 5400
Albuquerque, NM 87185



December 12, 2013

Tom Clements
Friends of the Earth
1112 Florence Street
Columbia, SC 29201

RECEIPT OF FREEDOM OF INFORMATION ACT REQUEST

Dear Mr. Clements:

This letter acknowledges the receipt of your November 5, 2013, Freedom of Information Act (FOIA) request for:

Any "terms of reference" document(s) indicating the scope of the plutonium disposition assessment. This could include any memos outlining the work to be conducted or work plan for the team conducting the assessment.

We received your request in our office on November 25, 2013. It is the practice of the National Nuclear Security Administration, in accordance with Departmental policy, to process FOIA requests in the approximate order of the date received by this office. Your request is out for a search for responsive records. A number of requests received prior to yours are pending, and your request will be processed in turn. We will make every effort to respond to your request as quickly as possible. Please note that for fee purposes, "unusual circumstances" as defined in the Open Government Act of 2007 occur, as there is a need to search for or collect records from facilities geographically separated from this office. We estimate that we will not be able to provide responsive records in 20 working days, as we need more time to complete the search, review the record(s) for release, and prepare the response to you, as some requests, depending on the volume of records, the complexity of the search, and/or the sensitivity of the subject matter, require additional time to complete. With respect to your request for a waiver of fees, pursuant to 10 CFR § 1004.9(a)(6), fees are not charged where they would amount to \$15.00 or less. We have not determined, at this time, the costs of processing your request; however, your request for a waiver will be considered if it is later determined that costs would exceed \$15.00. If you have questions concerning the processing of this request, please contact me by e-mail at Roberto.Marquez@nnsa.doe.gov, or write to the address above. Please reference Control Number FOIA 14-00046-R.

Sincerely,

Roberto Marquez

Information Management Program Specialist