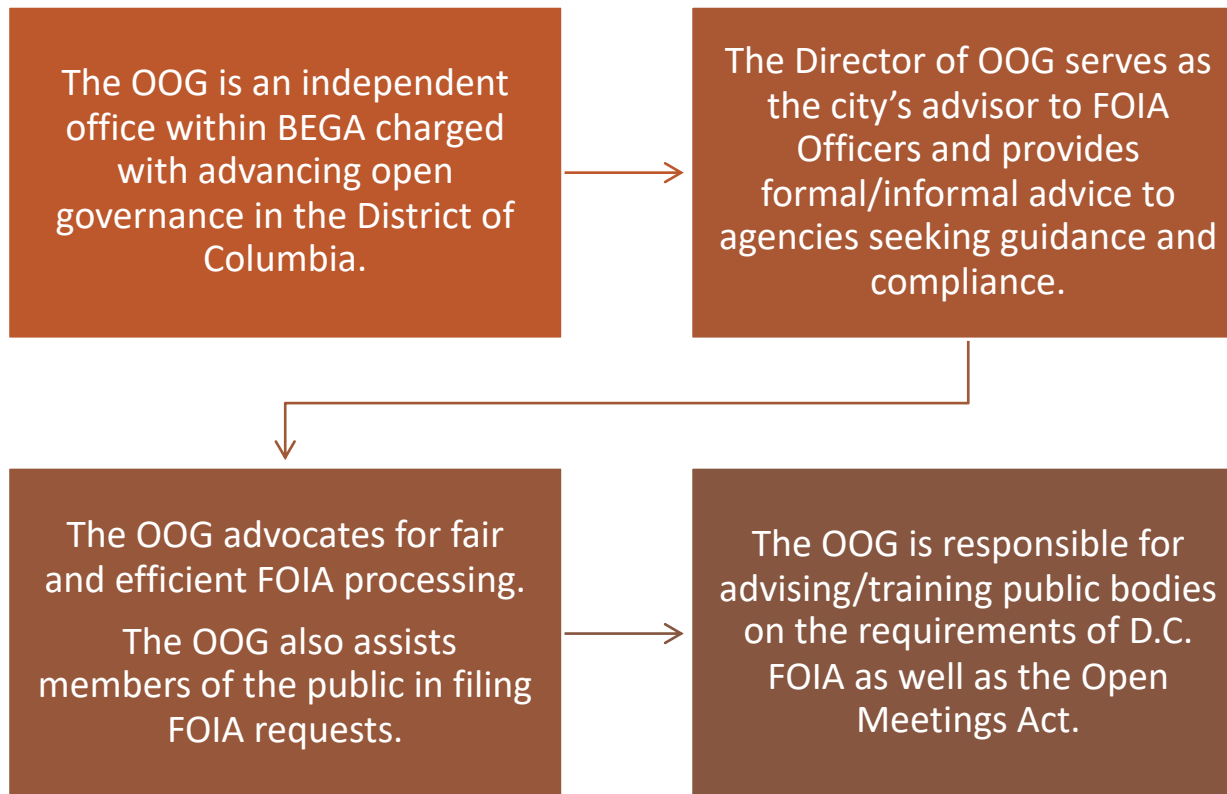


Office of Open Government (OOG)

Board of Ethics & Government Accountability (BEGA)





The District of Columbia Freedom of Information Act (D.C. FOIA) is a D.C. law that gives the public the right to access information from the District of Columbia Government.



District of Columbia Government must release information that is requested, unless that information is protected from disclosure.



D.C. Official Code § § 2-531 – 2-540

THE DISTRICT OF COLUMBIA FREEDOM OF INFORMATION ACT

PUBLIC POLICY



THE PUBLIC POLICY OF THE DISTRICT OF COLUMBIA IS THAT ALL PERSONS ARE ENTITLED TO FULL AND COMPLETE INFORMATION REGARDING THE AFFAIRS OF GOVERNMENT AND THE OFFICIAL ACTS OF THOSE WHO REPRESENT THEM AS PUBLIC OFFICIALS AND EMPLOYEES.



D.C. FOIA APPLIES TO THE MAYOR, AGENCIES AND THE COUNCIL OF THE DISTRICT OF COLUMBIA; ALL PUBLIC BODIES.



D.C. OFFICIAL CODE § 2-531


APPLICABLE REGULATION S

1 DCMR § 400 et. seq. contains the rules and procedures to be followed by ALL agencies, offices, and departments of the District of Columbia, and ALL persons requesting records pursuant to FOIA.

Each agency head must designate an individual as its FOIA Officer.



Each agency must post on its website the name, title, address, telephone number, and email address of the designated FOIA Officer.




1 DCMR § § 401.2 – 401.3

GOVERNMENT AGENCY RESPONSIBILITY

REQUEST FOR RECORDS

ANY PERSON has a right to inspect, and at his or her discretion, to copy ANY public record of a public body except as expressly provided by exemptions from disclosure.



D.C. Official Code § 2-532(a)

Employee's salary;
Title and
Employment
dates;

Contract
Expenditures;
Budgets;

Manuals; Policies;

Rules; Opinions;

Orders; and

Final meeting
minutes of open
proceedings of
public bodies

D.C. Official Code § 2-536

RECORDS AVAILABLE WITHOUT A FOIA REQUEST

Requests may be made orally or in writing.

1 DCMR § 402.1

FOIA Officer may ask that oral request be submitted in writing.

1 DCMR § 402.2

Requests may be mailed, faxed, emailed or submitted through the D.C. FOIA Portal.

1 DCMR § 402.3

SUBMISSION OF FOIA REQUEST

SUBMISSION OF FOIA REQUEST

A requester shall reasonably describe the desired record(s). Where possible, specific information regarding names, places, events, subjects, dates, files, titles, file designation, or other identifying information shall be supplied.

1 DCMR § 402.4



Response Time – 15 days;
Exclude Saturdays, Sundays, and
legal holidays

Request for Body-Worn Camera
Footage – MPD has 25 days to
respond

10-day Extension – Unusual
Circumstances; Voluminous
amount of records; Consultation
with another agency

FOIA Officer MUST notify the
requester in writing

D.C. Official Code § 2-532(d)

TIME IS
OF THE
ESSENCE

The OMA requires that “all meetings of public bodies, whether open or closed, shall be recorded by electronic means, and the recording shall be preserved for a minimum of 5 years; provided, that if a recording is not feasible, detailed minutes of the meeting shall be taken and preserved for a minimum of 5 years.” D.C. Official Code § 2-578(a)-(b).

District of Columbia Public Charter School Board of Trustees is a public body.

D.C. Official Code § 2-574(3)

Open Meetings Act

Retention

To comply with the OMA the trustees of public charter school boards must either post a meeting recording to their website or provide the recording to the public upon request.

Public Inspection

DCPCSB of Trustees has 30 days to post detailed meeting minutes.

D.C. Official Code § 2-578(b)(1)

Open Meetings Act

District of
Columbia Public
Schools

DCPS

SUBMISSION OF FOIA REQUEST

Contact DCPS' FOIA Officer:

Eboni J. Govan; dcpsfoia@k12.dc.gov

US Mail to DCPS

Attn: FOIA Officer

1200 First Street, NE

10th Floor

Washington DC 20002

202-442-5000

District of
Columbia Public
Charter School
Board

DCPCSB

SUBMISSION OF FOIA REQUEST

Contact DCPCSB's FOIA Officer:
foia@dcpcsb.org

US Mail to DC Public Charter School
Board

Attn: FOIA Officer

3333 14th Street, NW

Suite 210, Washington DC 20010

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