



FREEDOM OF INFORMATION ACT AND PRIVACY ACT REQUEST SUBMISSIONS

PRIVACY ACT STATEMENT

**Authority:** 5 U.S.C. 552 and 5 U.S.C. 552a.

**Purpose:** The FCC collects and maintains the information in this system so that the FCC can effectively, efficiently, and appropriately process and respond to FOIA and Privacy Act requests and administrative appeals. These records are also necessary for defending Commission action in litigation challenging FOIA and Privacy Act responses by the agency and for compiling mandatory reports and responses to inquiries from Congress and other federal agencies.

**Routine Uses:** Information contained in this system may be made available to other individuals and entities when necessary and appropriate under 5 U.S.C. § 552a(b) of the Privacy Act, including:

- public access via the Commission's website, with disclosure limited to the names of FOIA or Privacy Act requesters, dates related to the processing of the request, and a description of the records sought by the requester;
- to assist the FCC in making an access determination, a record from the system may be shared with (a) the person or entity that originally submitted the record to the agency or is the subject of the record or information; or (b) another Federal entity;
- sharing with certain FCC contractors, grantees, or volunteers who have been engaged to assist the FCC in the performance of a contract service, grant, cooperative agreement, or other activity related to this system of records;
- for FCC enforcement actions;
- for Congressional inquiries;
- for federal oversight;
- for law enforcement purposes;
- when required for federal litigation or adjudication;
- for breach notification and mitigation efforts;
- for prevention of fraud, waste, and abuse.

For a full, detailed list of routine uses, see the Freedom of Information Act (FOIA) and Privacy Act Requests System of Records Notice (FCC/OMD-17), posted at <https://www.fcc.gov/managing-director/privacy-transparency/privacy-act-information>.

**Disclosure:** Submission of this information is voluntary; however, we cannot process your FOIA or Privacy Act request until all required information has been submitted.

FCC NOTICE TO INDIVIDUALS REQUIRED BY THE PAPERWORK REDUCTION ACT

We have estimated that each response to this collection of information will take 0.08 hours. Our estimate includes the time to read the instructions, look through existing records, gather and maintain the required data, and actually complete and review the form or response. If you have any comments on this burden estimate, or on how we can improve the collection and reduce the burden it causes you, e-mail them to [pra@fcc.gov](mailto:pra@fcc.gov) or send them to the Federal Communications Commission, AMD-PERM, Paperwork Reduction Project (3060-XXXX), Washington, DC 20554. Please DO NOT SEND COMPLETED APPLICATIONS TO THIS ADDRESS. Remember -- you are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned OMB control number of 3060-XXXX.

THE FOREGOING NOTICE IS REQUIRED BY THE PAPERWORK REDUCTION ACT OF 1995, P.L. 104-13, OCTOBER 1, 1995, 44 U.S.C. 3507.

(Month) 2023