



DEPARTMENT OF THE NAVY
OFFICE OF THE GENERAL COUNSEL
720 KENNON STREET SE RM 214
WASHINGTON NAVY YARD DC 20374-6012

MAR 19 2003

MEMORANDUM FOR COUNSEL, MARINE CORPS

Subj: FREEDOM OF INFORMATION ACT (FOIA) APPEAL
NUMBER 36 OF THOMAS A. TOWNSEND

Enclosed is subject appeal, which we received on 19 March 2003. I would greatly appreciate your providing the following information, by close of business 2 April 2003:

- o An explanation of the search that was conducted for the requested records and description of any additional search that has been conducted since receipt of the appeal.

- o All correspondence not already provided by the appellant.

- o A memorandum addressing the points raised in the appeal letter including a brief statement of the facts surrounding the appeal.

The member of your staff responsible for providing the information is requested to contact me by telephone upon receipt of this memorandum. To facilitate timely processing of this appeal, it is requested that your memorandum be faxed to this office at the same time as it is sent by mail. Our fax number is (202) 685-6957. If there are any questions about this memorandum, I can be reached by telephone at (202) 685-6939 (directly) or (202) 685-7000 (my office) or you can send me an email at theodore.fredman@navy.mil.

THEODORE F. FREDMAN
Assistant to the General Counsel

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