



United States Department of State

Washington, D.C. 20520

FEB 25 2016

Dear Requester:

RE: Criteria on metrics for receiving a cash incentive under Section 6 of the Reducing Over-Classification Act

This is in response to your request dated 2-1-16. We have assigned Case Control Number F-2016-00637 to your request. *from the Oct 7, 2010 - FEBRUARY*

Based on our review of your correspondence, we have determined that we cannot process your request for the following reason(s):

- You have not reasonably described the records you seek in a way that someone familiar with Department records and programs could locate them.
- You have not provided identifying information (such as your date and/or place of birth, or the date and/or place of birth for all parties associated with your request; citizenship status for all parties associated with your request).
- You have not provided proof of your identity (see attached information sheet pertaining to certification of identity).
- Some or all of the records you have requested do not appear to be State Department records (other agency information may be enclosed).
- The records you seek are in the public domain.
- Your request is not dated.
- You have submitted your identifying information on forms that were not issued by the State Department, which we do not accept.
- You have not agreed to pay the fees associated with the processing of your request.
- Your request is not a FOIA Request.
- Your request was not submitted in English.

Accordingly, your request is invalid and your case has been closed.

Please see the enclosed information sheet pertaining to access to third party information.

Please see the enclosed information sheet pertaining to custodial verification.

Should you want to contact us, you may call our FOIA Requester Service Center on (202) 261-8484 or send an email to FOIAstatus@state.gov. If you want information concerning how to file a request, please refer to the Information Access Guide which is available at www.foia.state.gov. Please refer to the Case Control Number in any communication.

Sincerely,

Requester Communications Branch
Office of Information Programs & Services