



DEPARTMENT OF THE NAVY
NAVY RECRUITING DISTRICT, NEW ORLEANS
400 RUSSELL AVE BLDG 192
NEW ORLEANS, LOUISIANA 70143-5077

NAVCRUITDISTNOLAINST 5720.1
10
24 Oct 2012

NAVCRUITDIST NEW ORLEANS INSTRUCTION 5720.1

From: Commanding Officer, Navy Recruiting District New Orleans

Subj: RELEASING NAVY RECRUITING DISTRICT NEW ORLEANS RECORDS TO
MEMBERS OF THE PUBLIC UNDER THE FREEDOM OF INFORMATION
ACT (FOIA)

Ref: (a) COMNAVCRUITCOMINST 5720.11H

1. Purpose. To establish policy and procedures for FOIA implementation within Navy Recruiting District New Orleans.

2. Background. The authority to grant requests for records under FOIA is delegated to the Commanding Officer. The authority to deny (in total or in part) requests for records under FOIA resides with Commander, Navy Recruiting Command.

3. Action.

a. The FOIA Coordinator for NRD New Orleans will be appointed in writing by the Commanding Officer and will become completely familiar with reference (a) and the reporting requirements.

b. Requests for records under FOIA will be forwarded to the Commanding Officer via the FOIA Coordinator.

c. Reports will be submitted as per reference (a).

/s/
G. R. SHARP

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