



UNITED STATES DEPARTMENT OF COMMERCE
Chief Financial Officer and
Assistant Secretary for Administration
Washington, D.C. 20230

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AND APPEALS
January 21, 2003

Ms. Beverly K. Linden
Chief, Office of FOI/PA
United States Small Business Administration
409 3rd Street, S.W.
Washington, D.C. 20416

RE: Referred documents for Freedom of Information Act (FOIA) request CRRIF 02-129

Dear Ms. Linden:

In processing the FOIA request to the Department of Commerce from William Roberts, Bloomberg News, we located one document which originated with the United States Small Business Administration. Pursuant to Department of Commerce regulations 15 C.F.R. § 4.5 (b) we are referring the document to your agency for a disclosure determination and direct response to the requester.

We would appreciate receiving a copy of your response. If you have any questions, please contact me at (202) 482-2112.

Sincerely,

Bobbie Parsons
FOIA Officer
Immediate Office of the Secretary

Enclosures: FOIA request from William Roberts, Bloomberg News
Copy of 1 document

ERRAT 02-12

Bloomberg

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Bloomberg News
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Feb. 1, 2002

Bobbie Parsons
FOIA Officer
U.S. Department of Commerce
Washington, D.C.

Dear Bobbie Parsons:

This is a Freedom of Information Act request for access to all documents, notes, emails, memos and/or letters and electronic or computer records created or received by Ted Kassinger, general counsel, Office of the Secretary of Commerce. Please include any appointment calendars and phone messages maintained by his office or staff since January 2001.

If any of the requested materials fall under a FOIA exclusion, please segregate or redact those and inform me of the exclusion that applies. At such time as the material is available, I may wish to obtain immediate copies of some documents.

As I am a journalist working in the public interest, please waive any fees and expedite handling of my request.

If you have any questions, please contact me at 202 624-1909.

Sincerely,

William Roberts
Bloomberg News
Reporter

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