

Chief of Record/Information
Dissemination Section
Records Management Division
Federal Bureau of Investigation
Department of Justice
935 Pennsylvania Avenue, N.W.
Washington, DC 20535-0001

Departmental Disclosure Officer
Department of Homeland Security
RE: FREEDOM OF INFORMATION
ACT REQUEST
Room 3310-15
Washington, D.C. 20528

Federal Bureau of Investigation
Philadelphia Division
William J. Green, Jr. Building
600 Arch Street, 8th Floor
Philadelphia, Pennsylvania 19106
ATTN: Special Agent in Charge

Philadelphia Joint Terrorism Task Force
(JTTF)
C/O Federal Bureau of Investigation
William J. Green Jr. Building, 8th Floor
600 Arch Street
Philadelphia, Pennsylvania 19106

Federal Bureau of Investigation
Pittsburgh Division
3311 East Carson Street
Pittsburgh, Pennsylvania 15203
ATTN: Special Agent in Charge

Pittsburgh Joint Terrorism Task Force
(JTTF)
C/O Federal Bureau of Investigation
3311 East Carson Street
Pittsburgh, Pennsylvania 15203

Federal Bureau of Investigation
Philadelphia Division
Allentown Resident Agency
504 W. Hamilton St, Suite 2401
Allentown, Pennsylvania 18101

Federal Bureau of Investigation
Pittsburgh Division
Erie Resident Agency
717 State Street
Suite 400
Erie, Pennsylvania 16501-1356

Federal Bureau of Investigation
Philadelphia Division
Harrisburg Resident Agency
228 Walnut St, Rm. 674
Harrisburg, Pennsylvania 17108

National Security Agency
Pamela N. Phillips
Chief, FOIA/PA Services
Office of Information Policy, DC321
Ft. George G. Meade, MD 20755-6248

**Re: REQUEST UNDER FREEDOM OF INFORMATION ACT
AND/OR PRIVACY ACT**

Pursuant to the Freedom of Information Act, 5 U.S.C. § 552 (“FOIA”) and/or the Privacy Act, 5 U.S.C. § 552a, I am, by this letter, requesting access to and copies of records, more specifically defined below, that concern or relate to me. The following information should be used in identifying the records requested:

My full name: _____

Other names by which I have been known: _____

Date of Birth: _____

Place of Birth: _____

Social Security Number: _____

Current address:

Cities or towns where I have lived during the period of time covered by this request:

I am also making this request under the Privacy Act, 5 U.S.C. § 552a, and therefore state that I am:

_____ a citizen of the United States, or

_____ an alien lawfully admitted to this country for permanent residence.

Request for Information

I request disclosure of any RECORDS created from _____ to the present that were prepared, received, transmitted, collected and/or maintained by the Department of Homeland Security, the FBI, the National Joint Terrorism Task Force, or any Joint Terrorism Task Force relating or referring to the following:

1. Any RECORDS relating or referring to me, including, but not limited to, RECORDS that document any collection of information about, monitoring, surveillance, observation, questioning, interrogation or investigation of me or my ACTIVITIES, and/or infiltration of any group of which I have been identified as a member;

2. Any orders, agreements, or instructions to collect information about, monitor, conduct surveillance of, observe, question, interrogate or investigate me, and/or to infiltrate any group of which I have been identified as a member;

3. Any RECORDS relating or referring to how, why or when I have been selected for collection of information, monitoring, surveillance, observation, questioning, interrogation or investigation;

4. Any RECORDS relating or referring to how collection of information about, monitoring, surveillance, observation, questioning, interrogation or

investigation of me and/or infiltration of any group of which I have been identified as a member, was or will be conducted;

5. Any RECORDS relating or referring to the names of any other federal, state, or local government agencies participating in any collection of information about, monitoring, surveillance, observation, questioning, interrogation or investigation of me and/or infiltration of any group of which I have been identified as a member;

6. Any RECORDS relating or referring to the specific role of the National Joint Terrorism Task Force or any local Joint Terrorism Task Force in any collection of information about, monitoring, surveillance, observation, questioning, interrogation or investigation of me and/or infiltration of any group of which I have been identified as a member;

7. Any RECORDS relating or referring to the specific role of any federal, state, or local government agency participating in any collection of information about, monitoring, surveillance, observation, questioning, interrogation or investigation of me and/or infiltration of any group of which I have been identified as a member;

8. Any RECORDS relating or referring to how RECORDS about me have been, will be, or might be used;

9. Any policies or procedures for analyzing RECORDS about me;

10. Any policies or procedures for cross-referencing RECORDS about me with information contained in any database;

11. Any policies or procedures for cross-referencing RECORDS about me with information about any other organizations or individuals;

12. Any policies or procedures for cross-referencing RECORDS about me with any other information not covered in numbers 10 and 11 above;

13. Any policies or procedures regarding retention of RECORDS about me;

14. Any RECORDS referring or relating to the destruction of RECORDS about me, including any policies permitting or prohibiting the destruction of records;

15. Any RECORDS referring or relating to how RECORDS about me were destroyed or might be destroyed in the future;

16. Any RECORDS referring or relating to the recipient(s) of RECORDS about me;

17. Any RECORDS relating or referring to how, why or when collection of information about, monitoring, surveillance, observation, questioning, interrogation or investigation of me and/or infiltration of any group of which I have been identified as a member was or will be suspended or terminated;

18. [specific description of any other records sought]

The word "RECORDS" as used herein includes all records or communications preserved in electronic or written form, including, but not limited to, correspondence, documents, data, videotapes, audio tapes, faxes, files, guidance, guidelines, evaluations, instructions, analyses, memoranda, agreements, notes, orders, policies, procedures, protocols, reports, rules, technical manuals, technical specifications, training manuals, or studies.

The word "ACTIVITIES" as used herein includes, but is not limited to, any advocacy, provision of services, litigation, lobbying, organizing, fundraising, meetings, marches, rallies, protests, conventions, or campaigns; and any media or communications to, from or about me in any form (including any oral, written, electronic or online communications, including but not limited to any books, pamphlets, brochures, newsletters, fundraising letters, correspondence, action alerts, e-mail, web communications, discussion groups, or listservs).

Fees

I agree to pay reasonable duplication fees for the processing of this request. Please notify me in advance if the fees applicable to this request are estimated to exceed _____.

Response

I expect a determination of this request for records within 20 days, as provided by statute. See 5 U.S.C. § 552(a)(6)(A)(i).

If my request is denied, in whole or in part, I ask that you justify all deletions by reference to specific exemptions to FOIA. I will also expect you to release all segregable portions of otherwise exempt material. I reserve the right to appeal your decision to withhold any information.

Thank you for your prompt attention to this matter. Please furnish all applicable records to:

Name: _____

Address: _____

Phone: _____

I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct, and that I am the person named above.

Executed on _____, 2006.

signed: _____

print name: _____