DEPARTMENT OF THE NAVY
COMMANDER
U.S. FLEET FORCES COMMAND
1562 MITSCHER AVENUE SUITE 250
NORFOLK, VA 23551-2487

5720
Ser N01P1(2015-09-001692)/ 032
December 23, 2014

Mr. John Sharpe
13088 Lighthouse Ln
Carrollton, VA 23314

Dear Mr. Sharpe:

Thank you for your Freedom of Information Act request dated December 9, 2014, received by email, on December 10, 2014, and assigned case file number 2015-09-001692. In your request, you ask for "any local or higher instructions, directives, or other regulations or issuances governing the organization, operations, activities, staff responsibilities, or other regular routines of the U.S Fleet Forces Command Public Affairs Office in effect during the years 2007 and 2008, with special focus on any issuances or instructions explaining the duties, roles, and responsibilities of the U.S. Fleet Forces Deputy Public Affairs Officer and U.S. Fleet Forces Command Media Officers, and the relationships between these staff members and/or between the Deputy PAO and all staff assigned to the USFF PAO Office."

In a supplemental email, you clarified that you were looking for "what the duties and responsibilities of the Deputy PAO were, as indicated by any official paperwork, in the 2007-2008 timeframe, including something that identifies the position by the office code that it had at the time."

In accordance with the Department of the Navy's FOIA regulations, a diligent search of the records held by USFF Administration office and Public Affairs Office was conducted. Enclosure (1) is a CD-Rom containing documents originated by Commander, U.S. Fleet Forces Command that are responsive to your request.

I am the person responsible for this determination. Please contact Linda Alvers at (757) 836-3630 or linda.alvers@navy.mil if you require further assistance.

Sincerely,

JACK E. HANZLIK, JR
By direction

Copy to:
Serial file
Case file