OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

ADMINISTRATION AND
MANAGEMENT

June 29, 2006

MEMORANDUM FOR ARMY CHIEF FOIA PUBLIC LIAISON
NAVY CHIEF FOIA PUBLIC LIAISON
AIR FORCE CHIEF FOIA PUBLIC LIAISON

Subject: FOIA Policy on Release of Credit Card Data

The following Freedom of Information Act (FOIA) policy is established for use in responding to FOIA requests for information associated with Purchase Card Data.

A June 15, 2005 memorandum from the Office of the Under Secretary of Defense (Acquisition, Technology and Logistics) {USD(AT&L)}, "Release of Purchase Card Data to the Public Domain" issues guidance concerning the release of transactional data associated with DoD Purchase Card programs. This guidance authorizes DoD Purchase Card Program Offices to release specific transactional data in response to FOIA requests for transactional data. The specific transactional data authorized for release is specified as follows:

Merchant Category Code
Transaction Amount
Merchant Name
Merchant, City, State, Zip and Phone
Transaction Date (releasable 90 Days After Date)

The USD(AT&L) memorandum addresses only transactional data and has been incorrectly interpreted as being the basis for denying **all** information associated with FOIA requests for DoD Purchase Card information to include currently releasable information such as the unit address and phone numbers (if available) of DoD Purchase Card holders.

DoD components are to continue to respond to FOIA requests for non-transactional Purchase Card information the same as they have been since the post 9/11 policy was established to not release lists of names of DoD personnel in response to FOIA requests. This means that because there is no established legal basis to withhold addresses and phone numbers (if available) of Purchase Card holders, until notice from this office, this non-transactional information will continue to be released in response to FOIA requests made at the installation, base, or activity level.

Will Kammer

Will Kammer
Chief
Defense Freedom of Information Policy Office