Solutions

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conceptSearching
RETRIEVAL JUST GOT SMARTER

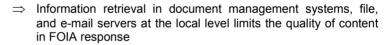## Are FOIA Requests Costing Too Much Time & Money?

The US government currently creates thousands of classified documents, in fact over 20 million classification decisions were made in 2006. In addition, there are currently classified documents that will become declassified according to the law which allows release after a pre-determined time period. The present process for classifying documents is both time consuming and labor intensive. Document review and searching through the document to identify material called out in the classification guidelines is arduous and sometimes complex. Proper document marking of the security classification may take a few hours or several weeks. The challenge of managing, finding and purposing content efficiently costs the public sector time and money. These inefficiencies result in increased time spent on finding and accessing relevant information, the inability to respond to stakeholder requests in a timely manner and may jeopardize government compliance.
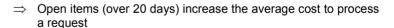
Concept Searching provides innovative tools that help government entities find the information they need quickly and cost effectively. As the only statistical metadata generation and automatic classification software company in the world, we provide concept extraction and the automatic generation of compound term metadata, significantly improving access to unstructured information. Providing tools for search, automatic metadata generation, automatic classification, and taxonomy management, government agencies who are seeking to reduce costs and facilitate the management and access to unstructured content can now achieve quantifiable improvements.

FOIA Challenges

The challenge of managing, finding and purposing content efficiently costs the government time and money. These inefficiencies result in increased time spent on finding and accessing relevant information, inability to respond to stakeholder requests in a timely manner, and may jeopardize government compliance. Some of the issues include:

⇒ Large backlogs of FOIA requests

⇒ Information retrieval in document management systems, file, and e-mail servers at the local level limits the quality of content in FOIA response

⇒ Open items (over 20 days) increase the average cost to process a request

⇒ Inability to timely satisfy citizen and stakeholder requirements places additional burdens on agency staff to meet the ever increasing information access requests of diverse constituents.

⇒ Responding to Freedom of Information requests in a timely fashion and ensuring government compliance is laborious and costly. The classification and declassification process is often inefficient and requires considerable human resources and escalating costs to manage the process.

⇒ As more and more content is created and published the agency faces increasing costs to manage and integrate content so it is available within the entity or potentially across entities and external content stores.

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The Solution

Concept Searching's toolset is the most functional and feature rich framework to deploy a sophisticated and comprehensive metadata, classification and taxonomy solution spanning the desktop to the enterprise.

Compound term metadata can be generated from diverse repositories and classified to the agency's taxonomy. The taxonomy tool is easily maintained and modified by Subject Matter Experts (SME's). Once classified, when FOIA requests are being processed robust search features deliver the ability to identify concepts as well as keywords from within documents regardless of where it is stored to facilitate the FOIA process and expedite the resolution to the request. .

⇒ Ability to identify, automatically classify and group content based on concepts eliminates the need to manually tag content based on subjective criteria and eliminates inconsistent tagging and different publishing conventions

⇒ Removes the burden of finding information from diverse internal and external information repositories, government knowledge workers now have a global view of all content regardless of where it is stored

⇒ Knowledge workers can effectively query, use and re-use agency wide content improving the speed and efficiency of operations

⇒ As content is ingested it can be automatically classified to the agency's taxonomy

⇒ Easy to deploy with rapid ROI – toolset has been proven to reduce taxonomy development time by up to 80%

The Benefits

The ability to drive real value from Concept Searching's technologies helps government agencies become more agile, and assists agencies in reducing costs, reducing manpower, and increasing productivity in the processing of FOIA requests. Some of the benefits include:

⇒ Facilitates re-classification of documents and de-classification of documents, reducing costs and increasing productivity
⇒ Reduces time and costs to fulfill Freedom of Information requests
⇒ Reduces the time and costs spent on legal and discovery requests
⇒ Reduces backlog of FOIA requests
⇒ Increases speed and accuracy in processing FOIA requests
⇒ Ability to better satisfy citizen and stakeholder requests reducing the internal costs to satisfy diverse constituents
⇒ Significantly improves search through the ability to identify concepts within content regardless of where the content resides
⇒ Fully integrated with Microsoft Office Applications for automatic content classification eliminating manual tagging of content

About COMPU-DATA

COMPU-DATA International, LLC (CDI) is a leading provider of enterprise content and information management solutions. CDI's products automate the collection, fusion, analysis and dissemination of structured and unstructured information by aggregating items from broad and disparate information repositories and delivering results through precision search and categorization. CDI has been providing solutions for both the public and private sector for over 20 years. Please visit our web site www.cdlac.com.