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PA SOP
EXPEDITED TREATMENT

January 2009

(U) When a requester is requesting “expedited treatment,” an initial response needs to be provided to requester either granting or denying his request for expedited treatment within 10 days. In most cases, request will be denied due to the fact that there is usually no compelling need.

(U) Send a quick e-mail search to Security to see if we maintain any records on the requester. While waiting for their response, prepare the initial response letter using the “expedited” para. This explains to the requester what we consider expedited treatment and gives our appeal procedures.

(U) Make sure the “expedited treatment” box is checked, in addition to, “granted or denied.”

(U) When you find out if Security has records or not you can proceed from #3 in the PA SOP – INITIAL PROCESSING.

(U//~~FOUO~~) Case Originator:

(b) (3) - P.L. 86-36

Approved for Release by NSA on
04-21-2011, FOIA Case # 60859

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