



THE ULTIMATE FOIA MANAGEMENT SOLUTION

FOIAXpress is the most comprehensive web-based Freedom of Information Act (FOIA) and Privacy Act (PA) request processing system in the U.S. The robust, user-friendly system tracks request and requester information, generates correspondence letters, provides secure redaction capability and quickly runs reports, including the Department of Justice Annual Report. FOIAXpress transforms traditional, cumbersome and labor-intensive FOIA compliance into an automated and efficient electronic process.

FOIAXpress

With FOIAXpress, your FOIA office can:

- Automatically generate annual compliance reports
- Electronically store, retrieve, redact and print documents for delivery to FOIA and PA requesters
- Track appeals
- Manage access control/privileges
- Easily communicate and collaborate using correspondence templates
- Receive and track requests through the lifecycle
- Stay 508 compliant
- Utilize letter and email templates for ease of response

FOIAXpress on the Salesforce AppExchange

Now available on the
Salesforce AppExchange for
FOIA processing in the cloud!



AppExchange Program
PARTNER

QUICK GLANCE

- **#1 eFOIA solution in North America**
- Time-tested solution with 12+ years of experience, knowledge, adjustments, upgrades, fixes, improvements, and customer agency input
- Configurable, customizable system that can be easily tailored to an agency's specific processes and terminology
- Comprehensive eFOIA application that automates the complete lifecycle of a FOIA request from initial receipt of documents to final delivery of the sanitized responsive documents



Contact AINS

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FOIAXpress FEATURES

FOIAXpress provides in-depth case management functionality out-of-the-box to help track and manage FOIA cases from receipt to delivery.

Correspondence Templates

Frequently used form letters and emails can be saved for re-use. Template merge fields auto-populate with request-specific information and then allow for user customization before delivery. Save and share your most useful templates within your organization.

Reporting

The DOJ Annual Report is generated in seconds. Fee reports, audit trail reports, and custom reports are also available at the click of a mouse, providing “results-oriented” metrics.

Other Features

Features such as alerts, notifications, assignments, form auto-population, fee/payment management and more will keep your FOIA case tracked and on-track.

Redaction

A complete advanced electronic redaction toolset is built in for search, retrieval and redaction. FOIA exemption codes are quickly and easily noted within the redaction area. Redactions are burned-in with secure pixel-to-pixel replacement

Security

eCase provides role-based access control. Permissions can be set at the individual user, group or folder levels.

Advanced Document Review

The Advanced Document Review (ADR) module is an optional feature of ATIPXpress that helps organize voluminous records. ADR eliminates duplicate and near duplicate documents and emails, consolidates email threads and can search, categorize, and rank documents for ease of review.

Benefits of FOIAXpress for Federal Agencies

- Immediate compliance with the Freedom of Information Act
- Improved government transparency and FOIA requestor satisfaction
- Proven implementation methodology assures successful deployments
- Improved redaction productivity
- Ease of generating the DOJ Annual Report
- COTS solutions with a large customer base offer better value than a custom application.

FOIAXpress Success

“The Oak Ridge Office [of the Department of Energy] has proven that the electronic processing capabilities of FOIAXpress can be used to improve the efficiency of the FOIA process and reduce processing times.

- U.S. Department of Energy Office of Inspector General Office of Audit Services 2010 Special Report on “Department’s Freedom of Information Act Request Process



ABOUT AINS: 25 years of experience developing COTS Enterprise Information Management products and providing innovative IT services to the Government. We have 350+ COTS case management installations for areas such as correspondence, Freedom of Information Act requests, human resources, and audits.

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