

Instructions:

Attached is the FY09 IQ reporting template for you to use to compile your **DRAFT** agency reports. Please fill out your draft template using this Excel workbook. No other formats will be accepted.

Please note that this Excel workbook has 5 sheets (Instructions plus Sections I-IV. Each sheet contains a different section that must be filled out. Sections III and IV will require you to fill out a new form for each correction request you received. We have supplied 10 repeating forms for Section III and 5 repeating forms for Section IV. If you should need more, please contact OMB for assistance. You can delete any forms you do not need.

If your agency received no correction requests in FY09 and had no outstanding requests from FY03-FY07 or FY08 you need only to fill out Sections I and II of this form.

In sections III and IV you will need to fill out a unique form for each correction request you received.

Please do not post your draft reports on your webpages until OMB review is complete.

Please send all completed **draft** IQ reports **(DUE BY DECEMBER 15, 2009)** electronically to: informationquality@omb.eop.gov.

If you should have questions or problems, please contact Dr. Nancy Beck at OMB.
nbeck@omb.eop.gov

Phone # 202-395-3258

2009 Year-End Information Quality Report

Section I

I. Cover Sheet: Requests for Correction Received FY 2009 (Oct 1, 2008 to Sept 30, 2009)

Department Name: Department of Energy

Web page location of department information quality correspondence: _____
<http://www.ferc.gov/help/filing-guide/file-correct.asp>

<u>Agency Name</u>	<u>Number of Requests Received</u>
<u>Federal Energy Regulatory Commission</u>	<u>0</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	<u>0</u>

SECTION II

II. If you have received correction requests or appeals and did not provide a final response in FY03-FY07 or FY08 please list those correction requests below and provide a detailed summary in section IV of this template.

<u>Agency Name</u>	Number of Outstanding Requests from FY03-FY08 that were completed in FY09 or are still incomplete		Number of Appeals Received in FY03-FY08 that were completed in FY09 or are still incomplete	
	<u>Complete</u>	<u>Still Incomplete</u>	<u>Complete</u>	<u>Still Incomplete</u>
<u>Federal Energy Regulatory Comm.</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	<u> </u>	<u> </u>	<u> </u>	<u> </u>