

Pursuant to 29 Del. C. § 10003(g)(1), all public bodies must designate a FOIA Coordinator, identify the coordinator on the body's website, and provide the coordinator's name and contact information to the Attorney General. You may send updated information to OpenGovernment@delaware.gov.



The Delaware Department of Justice will hold its annual
FOIA Coordinator Training on

Wednesday, October 1, 2025 at 1:00 p.m.

Training Location:

Department of Insurance
1351 West North Street, Suite 101
Sussex Conference Room
Dover, DE

AGENDA

Introduction
Overview of FOIA
FOIA Coordinators' Duties and Responsibilities
DOJ FOIA Petitions
Responding to Requests for Public Records
Fees
Open Meetings
Public Comment
Executive Session
Virtual Meetings
Panel of FOIA Coordinators – Q & A

**Please RSVP for in-person training only
to opengovernment@delaware.gov
by Monday, September 29, 2025**

Training will be open to the public to attend and participate in person at the location above, virtually by **Microsoft Teams: Meeting ID: 228 016 718 459 7 with Passcode: aa6Jq9GU**, or by dial-in (**+1 302-504-8986, 20706228#**).

If you have received this in error, please forward to your agency's FOIA Coordinator and email opengovernment@delaware.gov with the correct information for your FOIA Coordinator.