

Information on the request				Description of the request										Assessment of the request										Final decision										
No.	Date	Requester	Request	Received	Reviewed	Approved	Revised	Responsible	Status	Comments	Reviewed	Approved	Revised	Responsible	Status	Comments	Reviewed	Approved	Revised	Responsible	Status	Comments	Reviewed	Approved	Revised	Responsible	Status	Comments						
1	2023-01-10	John Doe	Access to records	2023-01-12	2023-01-15	2023-01-18	2023-01-20	J. Smith	Pending	Request for records regarding project X.	2023-01-22	2023-01-25	2023-01-28	A. Brown	Approved	Records released.	2023-01-28	2023-02-01	2023-02-04	B. White	Approved	Records released.	2023-02-04	2023-02-07	2023-02-10	C. Black	Approved	Records released.	2023-02-10	2023-02-13	2023-02-16	D. Green	Approved	Records released.
2	2023-01-15	Jane Smith	Access to records	2023-01-17	2023-01-20	2023-01-23	2023-01-25	J. Smith	Rejected	Request for records regarding project Y. Request is out of scope.	2023-01-27	2023-01-30	2023-02-02	A. Brown	Approved	Records released.	2023-02-02	2023-02-05	2023-02-08	B. White	Approved	Records released.	2023-02-08	2023-02-11	2023-02-14	C. Black	Approved	Records released.	2023-02-14	2023-02-17	2023-02-20	D. Green	Approved	Records released.
3	2023-01-20	Bob Johnson	Access to records	2023-01-22	2023-01-25	2023-01-28	2023-02-01	J. Smith	Rejected	Request for records regarding project Z. Request is out of scope.	2023-02-03	2023-02-06	2023-02-09	A. Brown	Approved	Records released.	2023-02-09	2023-02-12	2023-02-15	B. White	Approved	Records released.	2023-02-15	2023-02-18	2023-02-21	C. Black	Approved	Records released.	2023-02-21	2023-02-24	2023-02-27	D. Green	Approved	Records released.