**Section 1376.110 Definitions**

For the purpose of these Rules, all terms used shall have the same meaning and interpretation as in The Freedom of Information Act, with specifics defined as follows:

a) "FOIA" means the Freedom of Information Act.

b) "Department" means the Department of Military Affairs.

c) "Freedom of Information Officer" designates the individual responsible for receiving and responding to written requests for public records.

d) "Public Records" are all records, documents and materials having been prepared, or being used, received, possessed or under the control of the Department unless specifically exempt from inspection and copying under the FOIA.

e) "Requestor" means a person who submits a written request for public records in accordance with these Rules.