

# Arizona Department of Corrections



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GOVERNOR

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CHARLES L. RYAN  
DIRECTOR

July 28, 2014

Priyah Kaul  
910 Legal Research Building  
University of Michigan Law School  
625 South State Street  
Ann Arbor, MI 48109

Re: Public Records Request – Grievances and Prisoner Correspondence

Dear Priyah,

Enclosed is a single data CD which contains the records you requested from the Arizona Department of Corrections (ADC). Included on the CD are several reports. The CD contains five independently labeled folders: 1) Department Orders - ADC Policy; 2) Grievance Appeals; 3) Inmate Grievances by Year 2007-2014; 4) Medical Grievances; and 5) Reports by Category.

The "Department Orders – ADC Policy" folder contains Department Order (DO) 802 – Inmate Grievance Procedure and DO 914 – Inmate Mail. These are the most current ADC policies for the subjects you requested. All ADC Department Orders, minus those that are restricted, can be found on the ADC website at [www.azcorrections.gov](http://www.azcorrections.gov). They are in pdf format and can be searched by subject and keyword.

The "Grievance Appeals" folder contains a report for all inmate grievances that were appealed to the Director between January 6, 2004 (as far back as the database maintains records) to June 30, 2014. The report has several columns of information, including the "Action" column. A "1" in the Action column means the Director overturned/reversed the previous findings. A "2" in the Action column means that the Director upheld the previous decision. Lastly, a "3" in the Action column means that the decision was modified.

The "Inmate Grievances by Year 2007-2014" folder contains eight reports, one for each year between 2007 and 2014. Each report identifies the total number of grievances filed at each complex and the grievance category. Click the "Read Only" button when opening the document.

The "Medical Grievances" folder contains two separate reports for medical grievances, which are kept in a separate database than other grievances. These reports log medical grievances back to January 2003, which is the latest year the database maintains this information.

Lastly, the "Reports by Category" folder contains several reports of inmate Grievance Appeals to the Director by category. These reports also include numerical references in the Action column,

which is the same 1, 2, and 3 numbering system as previously mentioned. These reports cover inmate grievance appeals from January 2004 until June 30, 2014.

Please note that the records have been redacted to remove personal identifying information of all inmates (names and inmate numbers). The records have also been redacted to remove information that if released could endanger the life or safety of a person in accordance with A.R.S § 31-221(C).

I believe that all the information you have requested is identifiable using the reports included on this disk. Any information not included in these reports which you requested is not maintained in ADCs usual course of business.

Also included is an invoice for the production of records. Please submit payment to:

Arizona Department of Corrections  
MC 481 – Attention Ryan Owens  
1601 W. Jefferson  
Phoenix, Arizona 85007

If you have any questions, please contact me at [rowens1@azcorrections.gov](mailto:rowens1@azcorrections.gov) or (602) 542-4186.

Sincerely,



Ryan Owens  
Legal Advisor

cc: Public Access

**NOTICE: A.R.S. 31-221(E) *prohibits* any active inmate from viewing or obtaining any inmate records, including his or her own prison records, except as provided in A.R.S. § 31-221(D).**