March 11, 2014

Benjamin L. Cavatario
Prison Information Project
C/o Professor Margo Schlanger
910 Legal Research Building
University of Michigan Law School
625 South State Street
Ann Arbor, MI 48109

Mr. Cavatario,

The Department of Public Safety and Correctional Services (DPSCS) has received your request for information under the Maryland Public Information Act (PIA).

Records Requested

1. Any current prisoner handbook or manual (including any inmate orientation handbook or manual), whether system-wide or institution-specific.

2. All current prisoner grievance regulations, policies, guidelines, manuals, directives, rules, etc., including general grievance policies/guidelines/etc. and specific grievance policies/guidelines/etc. relating to, for example, health care or sexual assault. By “grievance” we mean any grievance or complaint, whether formal or informal, whatever the subject matter.

3. Any records created or updated from 2003 to the present, tallying or reporting:
   • The number of grievances filed and resolved each year.
   • The categories or subject matter of grievances filed and resolved, and number of grievances in each subject matter category used (for instance, grievances related to food,
   • health care, use of force, etc., and including both ordinary and “sensitive” complaints such as those involving allegations of staff misconduct)
- Grievance outcomes or resolutions each year, by subject matter category and year.
- Statistics or data on length of time to resolve grievances, by subject matter category and year.

4. Any current policy for prisoner mail or correspondence, including regular and legal mail, prisoner receipt of newspapers, magazines, newsletters, and books.

Included, please find available information you have requested.

Sincerely,

Renata Seergae
Communications and Public Information