

MICHIGAN DEPARTMENT OF CORRECTIONS  
**RESPONSE TO REQUEST FOR PUBLIC RECORDS - FOIA**

CSH-479  
 REV 1/13

Requester Name: <i>Greer Donley</i>	Requester Type: <i>Attorney</i>	Files <input type="checkbox"/>	PB <input type="checkbox"/>	Request Date <i>4/3/2014</i>	Received Date <i>4/14/2014</i>	FOIA No. <b>14 398</b>
Address: <i>910 Legal Research Building UofM Law School 625 South State Street Ann Arbor, MI 48109 prison.info.project@umich.edu</i>		Description of Requested Records: <i>1) Any current prisoner handbook or manual (including any inmate orientation handbook or manual), 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. 3) Any current policy for prisoner mail or correspondence, including regular and legal mail, prisoner receipt of newspapers, magazines, newsletters, and books.</i>				

**THE FOLLOWING ACTION HAS BEEN TAKEN IN COMPLIANCE WITH THE MICHIGAN FREEDOM OF INFORMATION ACT**

Request Granted	<input checked="" type="checkbox"/>	No. of pages: <b>112</b>	See fee assessment below.
Request Granted in Part/Denied in Part	<input type="checkbox"/>	No. of pages:	Portions of requested records are exempt from disclosure. See explanation and fee assessment below.
Request Denied	<input type="checkbox"/>	Requested records are exempt from disclosure. See explanation below.	
	<input type="checkbox"/>	Requested records do not exist within the records of this Department under the name or description provided or by another name reasonably known to this Department.	
	<input type="checkbox"/>	Request does not describe the record sufficiently to enable this Department to determine what record is requested.	
	<input type="checkbox"/>	To the extent the records are available, home address, telephone numbers, and personnel records of employees of this Department are exempt from disclosure pursuant to MCL 791.230a. This includes but is not limited to investigatory, disciplinary, and time and attendance records.	
10 Business Day Extension Taken	<input checked="" type="checkbox"/>	Due Date: <b>5/5/2014</b>	Reason for Extension: <i>Additional time needed to process request</i>

**FEE ASSESSMENT**

Fee Waived.

Non-exempt records will be sent upon receipt of payment in the amount of \_\_\_\_\_ payable by check or money order to the State of Michigan. Cash cannot be accepted. Send payment to Michigan Department of Corrections, Attn: FOIA Coordinator, at the return address identified on the envelope.

A 50% good faith deposit is required in the amount of \_\_\_\_\_ payable by check or money order to the State of Michigan. Cash cannot be accepted. Send payment to Michigan Department of Corrections, Attn: FOIA Coordinator, at the return address identified on the envelope. Upon receipt of the deposit, the Department will process your request. Thereafter, you will be informed of the balance due and any applicable exemptions.

**SEE BELOW AND BACK OF FORM IF RECORDS ARE EXEMPT FROM DISCLOSURE OR FOR ADDITIONAL INFORMATION**

*Extension taken on 4/21/2014*

*Note: The records are being provided free of charge when normally there would be a fee as they existed electronically and require no redactions.*

If your request is denied in whole or in part, you have the right under the Michigan Freedom of Information Act to do either of the following:

- 1 Appeal the denial to the Director. Your appeal must be submitted in writing to the Michigan Department of Corrections, Attn: Administrator of the Office of Legal Affairs, P.O. Box 30003, Lansing, MI 48909. The appeal must be specifically identified as a FOIA appeal and must state the reasons for reversal of the denial. The Director will respond to the appeal in accordance with MCL 15.240.
- 2 Appeal the Department's final determination to deny your request by commencing an action in the circuit court within 180 calendar days after the final determination is made.

I CERTIFY THAT THE DOCUMENTS PROVIDED IN RESPONSE TO THIS REQUEST ARE TRUE AND ACCURATE COPIES.

FOIA COORDINATOR: *Daphne M. Johnson, Administrator* DATE: *April 23, 2014*