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

Requester Name: Greer Donley
Requester Type: Attorney
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Description of Requested Records:
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 and guidance, and specific grievance policies and 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.

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

Request Granted ☑ Yes of pages: 112 See fee assessment below.
Request Granted in Part/Denied in Part ☐ No pages: Portions of requested records are exempt from disclosure.
Request Denied ☐ Request does not describe the record sufficiently to enable this Department to determine what record is requested.

Reason for Extension: Additional time needed to process request
Due Date: 5/5/2014

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

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: [Signature]
DATE: April 23, 2014