



Margo Schlanger <mschlan@umich.edu>

RE: Pennsylvania Public Records Request/RTKL 1643-14

Filkosky, Andrew <afilkosky@pa.gov>
To: Prison Info Project <prison.info.project@umich.edu>

Fri, Aug 29, 2014 at 3:09 PM

Dear Ms. Kincaid,

This email acknowledges receipt by the Department of Corrections of your written request for records under the Pennsylvania Right-to-Know Law (RTKL). Your request was received by this office on August 28, 2014. Therefore, under the RTKL, a written response to your request is due on or before September 5, 2014. This letter is provided pursuant to that requirement. This letter is an interim response to your request. A final response will be sent at a later time as outlined below.

You are hereby notified that, for the reason set forth below, the Department will require an additional 30 calendar days, i.e. until October 3, 2014, in which to provide a final written response to your request:

- A legal review is necessary to determine whether the record requested is subject to access under the Act.

At this time, the Department is unable to provide you with an estimated cost to fulfill your current request if it is granted. Any actual or estimated fees will be identified in the Department's future response.

Sincerely,

Andrew Filkosky | Agency Open Records Officer
Department of Corrections | Office of Chief Counsel
1920 Technology Parkway

Mechanicsburg, PA 17050
Phone: 717.728.7770 | Fax: 717.728.0312

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From: Prison Info Project [mailto:prison.info.project@umich.edu]

Sent: Thursday, August 28, 2014 11:11 AM

To: CR, DOC Right to Know

Subject: Pennsylvania Public Records Request

Dear Mr. Filkosky,

I am writing to follow up with you on public records from the University of Michigan Law School's Prison Information Project. We submitted the request under the Pennsylvania Right to Know Law, 65 P.S. § 67.101 et seq. I've attached our original request that we sent on February 14, 2014. We have received some of the requested documents.

I wanted to follow up with you on the remaining documents which are as follows:

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

2. Any record, created or updated from 2003 to the present, tallying or reporting:
 - o The number of grievances filed and resolved each year.
 - o 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)
 - o Grievance outcomes or resolutions each year, by subject matter category and year.
 - o Statistics or data on length of time to resolve grievances, by subject matter category and year.
 - We are not requesting individual grievance records. We are only requesting records that summarize, aggregate, or compile grievance data.

Our preferred form for public records is digital copies (such as Word files or PDFs), sent as email attachments or via fax. However, if records are only available in paper form, or if transferring to a digital form would incur a cost, please let us know.

The Prisons Project requests a response to these requests within five business days. Should you determine that

any of the information requested is exempt from disclosure, please provide us with a notification citing the legal authorities on which you rely.

We anticipate that the records we are requesting are readily available and will not require excessive staff time or resources. Because we are conducting this research on behalf of a public university and intend to use the information for educational purposes we are requesting a fee waiver under 65 P.S. § 67.1307(f). If you believe the fee waiver does not apply, please notify us before processing this request.

Thank you,

Jessica Kincaid

Prison Information Project

University of Michigan Law School