



Office of the Attorney General

Governor
Matthew H. Mead

Criminal Division
123 Capitol Building
Cheyenne, Wyoming 82002
307-777-7977
307-777-5034 Fax

Chief Deputy Attorney General
John G. Knepper

Attorney General
Peter K. Michael

Deputy Attorney General
David L. Delicath

June 30, 2014

Jessica Kincaid
c/o Professor Margo Schlanger
910 Legal Research Building
University of Michigan Law School
625 South State Street
Ann Arbor, MI 48109

Dear Ms. Kincaid:

I am writing in response to your June 28, 2014 public records request. As required by Wyo. Stat. Ann. § 16-4-202(b), I must inform you that the records you requested are not in the custody of the Wyoming Attorney General's Office. I suggest you direct your request to:

Robert O. Lampert, Director
Wyoming Department of Corrections
Unicover Building, Suite 100
1934 Wyott Drive
Cheyenne, WY 82002-3427

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Delicath".

Dave Delicath
Deputy Attorney General

STATE OF WYOMING
DEPT. OF CORRECTIONS

JUL 15 2014

RECEIVED

PRISON INFORMATION PROJECT
prison.info.project@umich.edu

c/o Prof. Margo Schlanger
910 Legal Research Building
625 South State Street
Ann Arbor, Michigan 48109-1215

July 9, 2014

Mr. Robert O. Lampert
Wyoming Department of Corrections
Unicover Building, Suite 100
1934 Wyoott Drive
Cheyenne, WY 82002-3427

Re: Request Related to Prisoner Grievances and Prisoner Correspondence

Dear Mr. Lampert:

We are University of Michigan Law School students conducting a research project (the Prison Information Project) on prisoner grievance and correspondence/publication procedures in throughout state prison systems. As part of our project, we are requesting public records from various state departments of corrections. Our request is made under the Wyo. Stat. § 16-4-201 *et seq.* We were told this was the correct address for such a request by the Attorney General's Office as indicated in the attached letter.

The goal of our project is to increase public awareness and enhance the public interest through the collection, analysis, and dissemination of information regarding prisoner grievance procedures and correspondence/publication guidelines. To that end, the Prison Information Project requests the following documents:

Records Requested

1. Any current prisoner handbooks or manuals (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.
 - If the attached Policy and Procedure #3.100 Inmate Communication and Grievance Procedure is the only and most current and complete policy, please indicate as such. If this is the case, there is no need to send a duplicate policy.
 - By "grievance," we mean any grievance or complaint, whether formal or informal, whatever the subject matter.

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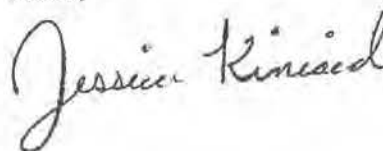
3. Any record, created or updated from 2003 to the present, tallying or reporting:
 - The number of grievances filed and resolved each year.
 - The categories or subject matter of grievances filed and resolved, and number of grievances in each subject matter category used (for instance, grievances related 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.
 - We are not requesting individual grievance records. We are only requesting records that summarize, aggregate, or compile grievance data.
4. Any current policy for prisoner mail or correspondence, including regular and legal mail, prisoner receipt of newspapers, magazines, newsletters, and books.
 - If the attached Policy and Procedure #5.401 Inmate Mail is the only and most current and complete policy, please indicate as such. If this is the case, there is no need to send a duplicate policy.

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 Prison Information 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. If you believe the fee waiver does not apply, please notify us before processing this request.

Yours,



Jessica Kincaid
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
Tel: 330-933-3014
Email: prison.info.project@umich.edu

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