

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CORRECTIONS



Office of the Director

March 11, 2014

Greer Donley
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

D.C. FOIA Request
Tracking # 2014-02-18-0240F

Dear Mr. Donley

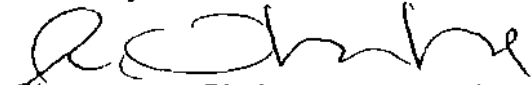
This is in response to your Freedom of Information Act request that was received on February 18, 2014 seeking a copy of the D.C. Department of Corrections' inmate handbook as well as inmate grievance and correspondence policy statements. Please note that these records are available on agency's website at <http://www.doc.dc.gov>, under "policies." Please note that staff has not concluded a search for the remaining item of your request (grievance statistics). This letter, therefore, also serves as notice of a 10-day extension of time to complete an adequate search for the information.

If you consider this response a denial of your request, you are advised that, under D.C. Official Code § 2-537 and 1 DCMR 412, you have the right to appeal to the Mayor or to the Superior Court of the District of Columbia.

If you elect to appeal to the Mayor, your appeal must be in writing and contain "Freedom of Information Act Appeal" or "FOIA Appeal" in the subject line of the letter as well as on the outside of the envelope. The appeal must include (1) a copy of the original request, (2) a copy of this letter, (3) a statement of the circumstances, reasons, and or arguments advanced in support of disclosure, and (4) a daytime telephone number, and e-mail and/or U.S. Mail address at which you can be reached. The appeal must be mailed to: The Mayor's Correspondence Unit, FOIA Appeal, 1350 Pennsylvania Avenue, N.W., Suite 316, Washington, D.C. 20004. Electronic versions of the same information can instead be e-mailed to the Mayor's Correspondence Unit at foia.mayor@dc.gov. Further, a copy of all appeal materials must be forwarded to me.

Failure to follow these administrative steps will result in delay in the processing and commencement of a response to your appeal to the Mayor.

Sincerely,



Oluwasegun Obebe
Records, Information & Privacy Officer