



July 30, 2020

Jessica Cheesman
Via email submission

Dear Mrs. Cheesman,

The Clementon Police Department received your Open Public Records Act (OPRA) request on July 23, 2020. The official Records Custodian, Charles Grover, received your OPRA request on July 23, 2020. As such, the seven (7) business day deadline to respond to your request is July 31, 2020. This response to your request is being provided to you on the [6th] business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

All Clementon Police departments Police policies and Standard ordered Policies (SOP's) including policies on Use of Force as well as reporting use of force, list of the chain of command and all the duties and responsibilities of each position in the department. Policies regarding body cams and any and all procedures in promotion as well as disciplinary procedures and over site including procedures for internal affairs and internal reviews. Also including all personnel policies governing the police department and any position under that department.

Your request requires additional time beyond the seven (7) business days to fulfill due to the current state of emergency / health crisis pandemic that has limited personnel readily available to assist in the processing request of said records, in its entirety or a portion thereof, due to the volume of said records that are being requested. OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5.i. Specifically, OPRA states that, "the requestor shall be advised by the custodian when the record can be made available. If the record is not made available by that time, access shall be deemed denied."

Your request requires an extension of time until **August 17, 2020**.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Clementon Police Department to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,
Chief Charles Grover
Clementon Police Department
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