



**OFFICE OF THE COUNTY PROSECUTOR  
JENNIFER WEBB-MCRAE  
CUMBERLAND COUNTY PROSECUTOR**

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May 23, 2024

Via email to: [opra+request-61822-5bc4a671@requests.opramachine.com](mailto:opra+request-61822-5bc4a671@requests.opramachine.com)

**Re: Records request**

Dear Ms. Erin:

Please accept this letter in response to your records request which was first received by this Records Custodian on May 15, 2024. Your request is for the following records: "a copy of your office's Grand Jury manual, procedures, policies, and/or guidelines".

With regard to your request, this office has no responsive records as to a Grand Jury manual or official Standard Operating Procedures record for the operation of Grand Jury. To the extent that your request is calling for research to be conducted into the content of every manual, procedure, policy or guideline issued by this office that relates to Grand Jury in any way, your request is denied as overbroad. A blanket request for unspecified documents/An OPRA request seeking a broad class of documents is an invalid blanket request for a class of various documents rather than a request for specifically named or identifiable government records. A custodian had no legal duty to research his/her records to locate records potentially responsive to such a request. Bent v. Stafford Police Dep't, 381 N.J. Super. 30, 37 (App. Div. 2005) (OPRA does not "authorize a party to make a blanket request for every document a public agency has on file."); Gannett N.J. Partners LP v. Cnty. of Middlesex, 379 N.J. Super. 205, 212 (App. Div. 2005) (citing MAG Entm't, LLC v. Div. of Alcoholic Beverage Control, 375 N.J. Super. 534, 546-49 (App. Div. 2005)) (OPRA requires party requesting access to a public record to specifically describe the document sought."); accord Spectraserv, Inc. v. Middlesex Cnty. Utilities Auth., 416 N.J. Super. 565, 578 (App. Div. 2010) (finding OPRA request for "an entire project file" improper because it failed to identify specific documents). MAG Entm't, LLC v. Div. of ABC, 375 N.J. Super. 534, 546 (App. Div. 2005); Bent v. Stafford Police Dep't, 381 N.J. Super. 30, 37 (App. Div. 2005); NJ Builders Assoc. v. NJ Council on Affordable Hous., 390 N.J. Super. 166, 180 (App. Div. 2007); Schuler v. Borough of Bloomsbury, GRC Complaint No. 2007-151 (February 2009).

Once more, "A proper [OPRA] request 'must identify with reasonable clarity those documents that are desired.'" Burke v. Brandes, 429 N.J. Super. 169, 174 (App. Div. 2012)

(quoting Bent v. Township of Stafford Police Dept., Custodian of Records, 381 N.J. Super. 30, 37 (App. Div. 2005). Requests for general information that must be "analyzed, collated and compiled" by the custodian are not within the scope of OPRA. MAG Entm't, LLC v. Div. of Alcoholic Beverage Control, 375 N.J. Super. 534, 49 (App. Div. 2005). Moreover, requests that require a custodian to analyze and evaluate information in order to respond are improper. See Burke, 429 N.J. Super. at 174; see also Bent, 381 N.J. Super. at 33-39 (denying request for "entire file" of requester's criminal investigation because it neither identified nor described the records sought with any specificity or particularity); see also MAG, 375 N.J. Super. at 549 (request invalid for failing to provide any identifiers other than "a broad generic description of a brand or type of case prosecuted by the agency in the past"); and N.J. Builder's Ass'n v. N.J. Council on Affordable Hous., 390 N.J. Super. 166, 178-79 (App. Div.), certif. denied, 190 N.J. 394 (2007) (request for "any and all documents and data" invalid for requiring custodian rather than requester to identify the documents sought).

The Cumberland County Prosecutor's Office reserves the right to raise any other ground for denial not raised in this response. The failure of the Cumberland County Prosecutor's Office to assert an exception or privilege does not act as a waiver of any ground for denial. 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 Cumberland County Prosecutor's Office to deny access. At your option, you may institute a proceeding in the Superior Court of New Jersey. All questions regarding complaints filed in Superior Court should be directed to the Court.

Sincerely,



Stephen C. Sayer [114352015]  
Assistant Prosecutor  
Alternate Records Custodian