



Borough of Pitman Police Department

110 South Broadway Pitman, N.J. 08071

Phone: (856) 589-3501 Fax: (856) 589-5050

Daniel J. McAteer – Chief of Police
Jonathan R. Streater – Traffic Safety Sergeant

Thomas D. Zander – Executive Officer
Susan A. Wilson – Police Office Administrator

January 5, 2022

Via email only (opra+request-28386-4a5a969a@requests.opramachine.com)
Anonymous Citizen

**Re: Open Public Records Act/Common Law Records Request
09/04/21 Timecards**

Dear Anonymous Citizen:

The Borough of Pitman Records Custodian received your request for records pursuant to the Open Public Records Act (OPRA) and the New Jersey common law right of access, dated December 23, 2021, on December 27, 2021, and forwarded it on that day to the Police Records Custodian for response. Accordingly, the initial seven (7) business day deadline to respond to your request under OPRA is January 6, 2022. This response is being provided on the sixth business day after receipt of your request.

Your records request was as follows:

From:	Anonymous Citizen < opra+request-28386-4a5a969a@requests.opramachine.com >
Sent:	Thursday, December 23, 2021 4:39 PM
To:	Judy O'Donnell
Subject:	OPRA request - OPRA request timecards

BY: [Signature]
Dear Pitman Borough Office

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

Records requested:

Copy of time cards for all officers, supervisors and police department employees for the day, who were on duty on September 4, 2021.

Yours faithfully,

Anonymous Citizen

We have no records responsive to your request. The Pitman Police Department does not maintain time cards. Police Officers follow a monthly schedule and Police Department employees work 40 hours per week, 8:00 A.M. to 4:00 P.M., with weekends and holidays off.

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 Borough of Pitman 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.

Very truly yours,

Susan A. Wilson

Susan A. Wilson
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