



OFFICE OF THE COUNTY PROSECUTOR
COUNTY OF MONMOUTH

132 JERSEYVILLE AVENUE
FREEHOLD, NJ 07728-2374

(732) 431-7160

Public Record Request Form

Requestor Information (Optional)*

Name: ASK NJ Media

Address: _____

Telephone Number: ()

Check one:

☐ I have **NOT** been convicted of an indictable offense.

☐ I have been convicted of an indictable offense and I am aware that I am not entitled to any information about any victim(s) of that crime and/or their family. N.J.S.A. 47:1A-2.2.

I certify that the above information is true and correct and I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. N.J.S.A. 2C:28-3.

Signature: _____ Date of Request: 4/9/18

Description of Record(s) Requested:

see email

Date Received: 4/9/18

Date Records will be available, if applicable: 4/16/18

Records Provided:

see attached

Fee**: _____

1.

* If requestor information is not provided a deposit of \$10.00 will be required. N.J.S.A. 47:1A-5(f). This deposit will be put toward any cost incurred. The request will be reviewed in accordance with N.J.S.A. 47:1A-2.2.

** This office reserves the right to require that all fees must be paid in full before release of requested records. If the cost of producing the records is over \$25.00 a deposit may be requested before beginning reproduction.
All checks payable to the County of Monmouth.

____ Unable to provide requested material

____ Request Denied

Reason:

The records requested by you are not being provided because the document or documents are not public records as provided by law, as noted below:

Privileged or Protected Category

Authority

- | | |
|---|---|
| ☐ Autopsy Reports | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Child abuse or sex assault victim name or address | N.J.S.A. 2A:82-46b |
| ☐ Court records sealed | Executive Order 69 |
| ☐ Computer security information | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Criminal investigatory records | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Credit Card Numbers | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Grand Jury testimony, information | Court Rule 3:6-7 |
| ☐ Grievance information with public employer | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Domestic Violence data | N.J.S.A. 2C:25-33 |
| ☐ Drivers' license numbers | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ DYFS information | N.J.S.A. 9:6-8.10 |
| ☐ Electronic Surveillance Materials | N.J.S.A. 2A:156A-19 |
| ☐ Emergency or security information or procedures | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Employee sexual harassment complaints | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Fingerprint cards | Executive Order 69 |
| ☐ Inter-agency or intra agency advisory communications | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Juvenile records | N.J.S.A. 2A:4A-60 |
| ☐ Labor Negotiation information, strategy or positions | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Medical Examiner Photographs | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Otherwise inappropriate material | Executive Order 69 |
| ☐ Pension and personnel records | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Photographs | N.J.S.A. 47:1A-1.1, et seq.; Exec. Order 69 |
| ☐ Pre Sentence Investigations | <u>State v. DeGeorge</u> , 113 NJ Super. 542 (App. Div. 1971) |
| ☐ Public Agency insurance communications | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Safety of persons or public | N.J.S.A. 47:1A-1.1, et seq.; Exec. Order 69 |
| ☐ Security measures and surveillance techniques | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Social Security Numbers | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Unlisted Telephone Numbers | N.J.S.A. 47:1A-1.1, et seq. |
| ☐ Victim locations (Domestic Violence) | N.J.S.A. 2C:25-26c. |
| ☐ Victim records | N.J.S.A. 47:1A-1.1, et seq. |

Other

- ☐ Record has been destroyed/not retained pursuant to:
- ☐ Other

Records Retention and Disposition Schedule
(NJ Dept. of State, Div. of Archives Mgmt.)

CUSTODIAN'S SIGNATURE:

Date:

Procedure for Submission:

Members of the public who are requesting copies of records are encouraged to complete this Request for Public Records form. Renna v. County of Union, 407 N.J. Super. 230 (App. Div. 2009). The form or other written request must be placed in an envelope addressed to:

Monmouth County Prosecutor's Office
132 Jerseyville Avenue
Freehold, New Jersey 07728
Attn: OPRA Custodian of Records

and either mailed or taken directly to the Prosecutor's Office. This office also accepts requests by fax when clearly addressed to the attention of the "OPRA Custodian of Records." This office accepts requests by email **ONLY** at the following address: opra@mcponj.org. See Paff v. City of East Orange, 407 N.J. Super. 221, 227-28 (App. Div.), certif. denied, 200 N.J. 476 (2009). When a request is received by email, a confirmation of receipt will be sent in reply; until and unless a reply confirmation is received, requestors should not assume their email request was received by the records custodian. Ibid. Requests sent to other email addresses and/or not addressed to the OPRA Custodian of Records may not be received by the Custodian.

A Right to Discovery is Separate and Distinct from a Right to Access Public Records.

OPRA is a public disclosure statute and is **not** intended to replace or supplement the discovery of private litigants. Constantine v. Township of Bass River, 406 N.J. Super. 305, 324-25 (App. Div. 2009), certif. denied, 200 N.J. 208 (2009); MAG Entertainment, LLC v. Division of Alcoholic Beverage Control, 375 N.J. Super. 534, 545-46 (App. Div. 2005). Requests for discovery of materials that are not public government records should be made in accordance with the applicable Court Rules.

Procedure for Filing an Appeal.

A person who is denied access to a government record by the custodian of the record, at the option of the requestor, may:

Institute a proceeding to challenge the custodian's decision by filing an action in Monmouth County Superior Court which shall be heard by a Superior Court Judge who has been designated to hear such cases because of that judge's knowledge and expertise in matters relating to access to government records;

Or in lieu of filing an action in Superior Court, file a complaint with the Government Records Council established in subsection 8 of P.L.2001, c.404 (C.47:1A-7).

The right to institute any proceeding under this section shall be solely that of the requestor. Any such proceeding shall proceed in a summary or expedited manner. The public agency shall have the burden of proving that the denial of access is authorized by law. If it is determined that access has been improperly denied, the court or agency head shall order that access be allowed. A requestor who prevails in any proceeding shall be entitled to a reasonable attorney's fee.

2018 TABLE OF ORGANIZATION
8-01-25-275-190
OFFICE OF THE COUNTY PROSECUTOR

Position Title	2018 Total
Full-Time	
Advocate Victim Witness Program-Bilingual	1.00
Assistant Chief Clerk	1.00
Assistant Prosecutor	56.00
Auditor Accountant Trainee	1.00
Captain of County Investigators	3.00
Chief County Investigator	1.00
Clerk 1	2.00
Clerk 2	9.00
Clerk 2 BiLingual	1.00
Clerk 3	9.00
Clerk 3/Senior Purchasing Assistant	1.00
Clerk Steno 3	1.00
Clerk Steno 4	1.00
Coordinator of Federal State Aid	1.00
Coordinator of Nurse Examiners*	0.45
County Investigator	56.00
County Prosecutor	1.00
County Victim Witness Coordinator	1.00
Deputy Chief of County Investigators	1.00
Deputy First Assistant Prosecutor(see AP)	1.00
First Assistant Prosecutor	1.00
Keyboarding Clerk 2	3.00
Keyboarding Clerk 3	22.00
Keyboarding Clerk 3 Bilingual	1.00
Keyboarding Clerk 4	8.00
Law Intern	4.00
Legal Secretary	6.00
Legal Secretary - Bilingual	1.00
Lieutenant County Investigator	9.00
Media Technician 1	1.00
Messenger	3.00
Paralegal Specialist	23.00
Principal Account Clerk	1.00
Principal Clerk Transcriber	1.00
Principal Data Control Clerk	1.00
Principal Payroll Clerk	1.00
Principal Technician MIS	1.00
Prosecutor's Agent	12.00
Receptionist	6.00
Records Support Technician 3	1.00
Secretarial Assistant	2.00
Secretary to the Prosecutor	1.00
Senior Messenger	6.00
Sergeant County Investigators	11.00
System Analyst	1.00
Technical Assistant/M.I.S.	2.00
Total Full-Time	277.45
Part-Time	
Law Intern/AP	1.00
Paralegal Specialist	1.00
Senior Practical Nurse	1.00
Total Part-Time	3.00
Seasonal	
None	
Total Seasonal	0.00
TOTAL AGENCY	280.45

Diana Weiss

From: ASK NJ Media Co. <opra+request-1448-ff851e9a@requests.opramachine.com>
Sent: Monday, April 09, 2018 4:25 PM
To: OPRA
Subject: Open Public Records Act request - Table of Organization

Dear Monmouth County Prosecutor's Office,

This is a request for public records made under OPRA and the common law right of access. Please acknowledge receipt of this message.

Records requested:

Table of Organization for the Monmouth County Prosecutor's Office.

Yours faithfully,

ASK NJ Media Co.

Please use this email address for all replies to this request:
opra+request-1448-ff851e9a@requests.opramachine.com

Is opra@mcponj.org the wrong address for Open Public Records Act requests to Monmouth County Prosecutor's Office?
If so, please contact us using this form:
https://opramachine.com/change_request/new?body=monmouth_county_prosecutors_office

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
<https://opramachine.com/help/officers>

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA officer, please ask your web manager to link to us from your organisation's OPRA page.