

**STATE OF NEW YORK**  
**DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION**  
**NOTICE OF DENIAL OF REQUEST FOR DEPARTMENT RECORDS**

Your request to the Department for records has been denied, or denied in part, for the following reasons(s).

- 1. The requested records are classified as "confidential" and exempted from disclosure by State or Federal statute.
  
- 2. Disclosure of the requested records would:
  - \_\_\_\_\_ Constitute an unwarranted invasion of privacy;
  - \_\_\_\_\_ Impair contract awards or collective bargaining negotiations;
  - \_\_\_\_\_ Interfere with law enforcement investigations or judicial proceedings;
  - \_\_\_\_\_ Deprive a person of a right to fair trial or impartial adjudication;
  - \_\_\_\_\_ Identify a confidential source or disclose confidential information relating to a criminal investigation;
  - \_\_\_\_\_ Reveal criminal investigation techniques except routine techniques; or
  - \_\_\_\_\_ Endanger the life or safety of any person.
  
- 3. The requested records are not statistical tabulations or data, factual data, instructions to staff that affect the public, or final agency policy or determinations.

You may appeal this decision by writing the Office of Counsel, Department of Corrections and Community Supervision, The Harriman State Campus, Building #2, Albany, New York 12226. The written appeal must (1) identify the record you have been denied, (2) give the location of your original request, and (3) give your name and return address.

Phone: 518-457-4951

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_