

Correspondence Reply

Communication from:	DOC #:	Facility:	Date Received:
Billy Newberry	836111	Stafford Creek Corrections Center	3/19/2009
Correspondence Number:	Reply designee:	Subject:	Description:
4974	Devon Schrum	appeal	not grievable
Grievance Log ID Number:			
0903195			

- Per grievance policy guidelines, you must submit all grievance complaints and subsequent appeals on DOC form 5-165 directly to the grievance coordinator at the facility where the incident occurred. This office does not process any initial grievances and/or Level II and III grievance appeals. You may rewrite your complaint and submit it to the facility grievance coordinator within two days of your receipt of this response.
- All appeals must be submitted directly to the facility grievance coordinator for processing. In order for your appeal to be accepted, you must rewrite it and forward it to the facility grievance coordinator within two working days of your receipt of this letter.
- Your grievance was processed and responded to at levels I, II, and III. The Level III response provides you the final Department of Corrections response. You have exhausted administrative remedies in this matter and there will be no further response.
- The Washington State Department of Corrections Offender Grievance Program does not address complaints against the county jails. Please contact jail staff regarding any internal grievance system they may employ.
- Per OGP 075, Complaints, Formal Grievances, and Appeals: Limits On Quantity, an individual offender may not have more than a combined total of five formal grievances and/or appeals in the process at any one time at levels I through III. Additionally, an offender may not file more than five written complaints in a calendar week. Your complaint was not processed because you exceeded quantity limits. You do have the option to withdraw a grievance if you feel a new complaint takes precedence and to inform the local grievance coordinator which of the complaints filed you wish to pursue within the limit.
- Your complaint was found not grievable by the local grievance coordinator. I concur with the not grievable finding.
- Per OGP 080 (11), grievance coordinators are authorized to return complaints and level II and III appeals for additional information. It is also acceptable for grievance coordinators to return complaints for rewriting into acceptable formats. Requests for a rewrite are between the grievance coordinator and the grievant and are NOT appealable to the Central grievance Office in Olympia. Failure to follow the local Grievance Coordinator's directions for rewriting may result in the administrative withdrawal of your complaint.

Additional Comments

you may grieve a policy or procedure but should be specific in how it affects you. Please see OGP 080 for grievance writing guidelines.

Grievance Program Manager Signature:

Devon Schrum

Date *3-31-09*