

Action Requested to resolve your Complaint.

Offender Signature: _____

Date April 16, 2009

Grievance Response:

An investigation was conducted into your complaint. Mailroom Supervisor, Mrs. Vandiver, states that a letter of yours was mailed out on 04/16/2009. This January 11th publication was denied by MSCP. The March publication is on hold at this time. No further action is required.

Assistant Warden
D. Mooneyham

Signature Authority: _____

If you are dissatisfied with this Step 1 response, you may submit a Step 2 (1-120) to the Unit Grievance Investigator within 15 days from the date of this Step 1 response. State the basis for appeal on the Step 2 form.

Returned because: *Resubmit this form when correction is required.

- ☐ 1. Grievable time period has expired.
- ☐ 2. Submission in excess of 1 every 7 days *
- ☐ 3. Originals not submitted *
- ☐ 4. Inappropriate/Excessive attachments *
- ☐ 5. No documented attempt at informal resolution *
- ☐ 6. No requested relief is stated *
- ☒ 7. Malicious use of vulgar, obscene, or physically threatening language *
- ☐ 8. The issue presented is not grievable.
- ☐ 9. Redundant. Refer to grievance # _____
- ☐ 10. Illegible/Incomprehensible *
- ☐ 11. Inappropriate *

UGI Signature: _____

1-127 Back (Revised 9-1-2007)

OFFICE USE ONLY

Initial Submission	UGI Initials: _____
Grievance #	_____
Screening Criteria Used	_____
Date Recd from Offender	_____
Date Returned to Offender	_____
2nd Submission	UGI Initials: _____
Grievance #	_____
Screening Criteria Used	_____
Date Recd from Offender	_____
Date Returned to Offender	_____
3rd Submission	UGI Initials: _____
Grievance #	_____
Screening Criteria Used	_____
Date Recd from Offender	_____
Date Returned to Offender	_____

Appendix F