	А	В	С	D	E	F	G	Н	1	J	K	L	M	N	0
1	DEPT.	AGENCY	(Exclude routi	ALL WRITTEN REQUESTS tine requests are automatically granted/denied without supervisory review, such as agency brochures/forms, school transcripts, birth/marriage certificates, police accident or theft reports. Exclude subpoenas.)  COMPLEX REQUESTS (Extenuating Circumstances)				FI							
2	A	В	С	D	E	F	G	Н		J	K	L	M	N	0
3			#	Requester Name or File #	Employee ID	Personal Records Request?	Date Agency Received Request	Date Agency's Notice Was Sent	Agency 's Initial Response Sent Within 10 Work Days	Request Needed Initial Clarification	Complex Request?	Agency Gave Incremental Responses?	Date Completed	# of Workdays to Complete	Request Granted in Full
6	DESCRIPTION of yellow "Totals" found below in row 10 →		# of all requests	# of businesses/organizations represented by requesters with an * BEFORE names		# of personal records	# of requests	# of notices sent (exclude Acknowledg- ments)	# of Notices, Acknowledg-ments, or completions w/in 10 workdays	# needed initial clarification	# of complex requests	# of requests with incremental responses	# of completed requests	# of workdays to complete ALL requests	# granted
7	0	0 0		1		0	1	1	0	0	0	0	1	0	0
8	AVERA	AGES in this row													
9	9			* Brian Black, Civil Beat	AK		6/16/21	6/16/21					6/16/21		
10	ENTER ACENIAL STATE	A IN LAW UTE CELLS CAN'Y	2												
11	ENTER AGENCY DATA	A IN WHITE CELLS ONLY	3												
12			4									1			

	Р	Q	R	S	Т	U	V	W	Х	Υ	Z	AA	AB	AC	AD	AE	AF	AG	АН
1	NAL RESOLUTION OF REQUESTS					SEARCH, REVIEW, SEGREGATION FEES (SRS)  (No SRS fees chargeable for personal records requests, but keep track of time)  COPY/DELIVERY COSTS (Exclude SRS Fees)													
2	Р	Q	R	S	T	U	V	W	X	Υ	Z	AA	AB	AC	AD	AE	AF	AG	AH
3	Request Denied in Full	Request Granted/ Denied in Part	Agency Ultimately Unable to Respond	-	Requester Abandoned or Failed to Pay	UIPA Lawsuit Filed Against Agency?	Actual Search Hours	Actual Review/ Segre- gation Hours	Actual Legal Review Hours	TOTAL Actual SRS & Legal Review Hours	TOTAL GROSS SRS Fees Incurred	Additional Response Fees Incurred But Not Chargeable	\$30 Fee Waiver	\$60 Public Interest Fee Waiver	Fees for Personal Records	TOTAL NET SRS Fees CHARGEABLE	GROSS Copy/Delivery Costs that Agency INCURRED	NET Copy/Delivery Costs CHARGEABLE to Requester	TOTAL Fees & Costs ACTUALLY PAID by Requesters for ALL Requests
6	# denied due to exception	# partially denied due to exception	# agency unable to respond - no record or summary	# withdrawn by requester	# abandoned by requester or no payment	# of lawsuits	# of search hours	# of review & segregation hours	# of non- chargeable legal hours	# of SRS + legal hours	SRS gross fees incurred; excludes nonchargeable personal records	Nonchargeable addt'l fees	# of \$30 waivers when SRS hours are entered; no fractions	# of \$60 public interest fee waivers when SRS hours are entered; no fractions	Nonchargeable PERSONAL records fees; NO positive \$	Net SRS fees chargeable; excludes negative \$, legal review, personal records \$	Gross copy/delivery \$ incurred	Net copy/delivery \$ chargeable	<b>\$ actually paid</b> by requesters
7	0	0	1	0	0	0	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8																			
9			Х							0.00	\$0.00		\$0.00			\$0.00			
10										0.00	\$0.00		\$0.00			\$0.00			
11										0.00	\$0.00		\$0.00 \$0.00			\$0.00			
12										0.00	\$0.00		70.00			\$0.00			

	Al	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS	AT	AU	AV			
1	TOTAL FEES ALL Re				TOTAL FEES Complex Re					ACTUAL	PAYMENTS BY REC	QUESTERS					
2	Al	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS	AT	AU	AV			
	TOTAL NET Fees & Costs CHARGEABLE for ALL Requests	TOTAL GROSS Fees & Costs Agency INCURRED for ALL Requests	TOTAL GROSS Fees & Costs INCURRED BUT NOT CHARGED for ALL Requests	for COMPLEX Requests	TOTAL NET Fees & Costs CHARGEABLE for COMPLEX Requests	TOTAL GROSS Fees & Costs INCURRED for COMPLEX Requests	TOTAL GROSS Fees & Costs INCURRED BUT NOT CHARGED for COMPLEX Requests	\$ .01-4.99	\$5-49.99	\$50-99.99	\$100-499.99	\$500-999.99	\$1000 - 9999.99	10,000+			
	Net \$ chargeable for fees and costs for ALL requests; includes personal records costs, but not fees	other fees, personal records costs, and gross copy costs	requests	\$ actually paid for complex requests	Net \$ chargeable for complex requests	Gross \$ incurred for complex requests	\$ unrecoverable for complex requests	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11	# of payments in yellow row 10; Total \$ amount in orange row 11			
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	0	0	0	0	0	0			
8																	
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00										
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00										
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00										
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00										

	AW	AX	AY	AZ	BA	BB	BC	BD	BE	BF	BG	ВН		
1		DAYS TO COMP	LETE REQUESTS		SEARCH, REVIEW & SEGREGATION HOURS INCURRED									
2	AW	AX	AY	AZ	BA	BB	BC	BD	BE	BF	BG	BH		
3	# of Workdays to Complete ALL Requests	# of Workdays to Complete COMPLEX Requests	# of Workdays to Complete NONCOMPLEX, NONPERSONAL RECORD Requests	# of Workdays to Complete PERSONAL RECORD Requests	# of Search Hours Incurred for ALL Requests	# of Search Hours Incurred for COMPLEX Requests	# of Search Hours Incurred for NONCOMPLEX, NONPERSONAL RECORD Requests	# of Search Hours Incurred for PERSONAL RECORD Requests	# of Review & Segregation Hours Incurred for ALL Requests	# of Review & Segregation Hours Incurred for COMPLEX Requests	# of Review & Segregation Hours Incurred for NONCOMPLEX, NONPERSONAL RECORD Requests	# of Review & Segregation Hours Incurred for PERSONAL RECORD Requests		
6	# of days to complete; ALL requests	COMPLEX requests only	Days to complete; NONCOMPLEX requests	Days to complete; PERSONAL RECORD requests	Search hours; ALL requests	Search hours; COMPLEX requests	Search hours; NONCOMPLEX, NONPERSONAL RECORD requests	Search hours; PERSONAL RECORD requests	Review & segregation hours; ALL requests	Review & segregation hours; COMPLEX requests	Review & segregation hours; NONCOMPLEX, NONPERSONAL RECORD requests	Review & segregation hours; PERSONAL RECORD requests		
7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
8														
9														
10														
11														
12														