

OpenOversightVA

The Police Data Project

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REQUEST FOR RECORDS UNDER THE FREEDOM OF INFORMATION ACT

Dear Custodian of Records:

As a citizen and resident of Virginia, I exercise the rights afforded me by Va. statute § 2.2-3700 et seq. (the Freedom of Information Act), and respectfully request access to the following public records:

(1) Current **roster of all sworn law enforcement employees** on payroll as of today's date (including auxiliary officers/deputies) containing the following data points for each employee, or an assortment of documents in your office sufficient to indicate the same:

→ Full legal name (Last, First, M.I., Suffix); Badge #; Rank/Title; Assigned Unit/Division; EEO Gender (Optional); EEO Race (Optional); Date of Hire (MM/DD/YYYY); Salary earnings for fiscal year 2023 (gross total), Overtime & bonus earnings for fiscal year 2023 (gross total).

(2) An accompanying organizational chart denoting agency units & departmental structure. (If not current, please include the date this chart was last updated.)

If at all possible, please provide the responsive roster (1) in spreadsheet (XLSx) format. If you must provide your roster data in PDF format, I request that the file please contain machine-readable text. I would like to receive all records electronically, sent to me at the email address alice@openoversightva.org. Please do not send physical mail.

This request is being filed by Alice Minium, a citizen and resident of Richmond, VA and it is not being made for commercial purposes. The requested documents and any communication regarding this request will be made available to the general public.

I request a waiver of fees in the interest of government transparency and its benefit to the general public. Please note that pursuant to Va. Code § 2.2-3704.(F), while you may opt to charge fees, you are not required to do so. If fees are tolled regardless, I will not require a cost estimate unless the total is expected to exceed \$25.

Thank you in advance for your cooperation in this important matter. I look forward to your response within 5 (five) business days as the statute requires.

Warm regards and very respectfully,

A handwritten signature in black ink, appearing to read "Alice C. Minium".

Alice C. Minium
Executive Director & Senior Researcher
OpenOversightVA: The Police Data Project