

Policy: Anonymous Right to Know Law Requests
Department Responsible: Open Records Officer, Commissioners Office
Effective Date: July 23, 2024

PURPOSE

The purpose of this policy is to clarify Crawford County policy pertaining to anonymous Right to Know Law requests. This policy applies to Right to Know Law requests submitted on or after July 23, 2024.

PROCEDURE FOR ANONYMOUS REQUESTS

The County has the right to deny anonymous requests in accordance with Section 702 of the Right to Know Law:

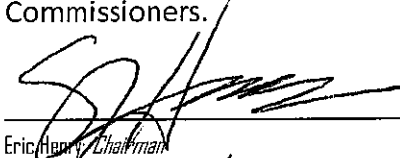
“Agencies may fulfill verbal, written or anonymous verbal or written requests for access to records under this act.”

Therefore, the County is under no obligation to fulfill said requests and will hereafter not accept such requests.

Right to Know Law requests will only be fulfilled to the extent that the Open Records Officer can verify that the requester is: 1.) a person; and 2.) a legal resident of the United States. (See Section 102, definition of “Requester”)

POSTING OF POLICY

This policy shall be posted on the county website upon approval by the Board of Commissioners.


Eric Henry, *Chairman*


Scott T. Scheil, *Commissioner*


Christopher R. Seeley, *Commissioner*