

REPORT RELEASE POLICY

- 1. All requests are subject to review before being fulfilled and may not be immediately available. The law allows us 10 business days to respond to requests; we usually fill them within a few days for your convenience.
- **2**. It is our goal to provide the public with access to information legally defined as public, while maintaining the confidentiality of information exempted by law. Therefore if approved, the report you receive may have some information redacted (blacked out). Some examples of potential exemptions include:
- cases/accidents/incidents which are currently under investigation
- social security numbers, dates of birth, phone numbers, etc. of involved parties
- information regarding an individual's health issues
- criminal records protected by CORI (Criminal Offender Record Information) statute
- reports involving juveniles
- information indicating the ownership or location of firearms
- confidential witness, victim, or informant data
- materials which, if disclosed, "would probably so prejudice the possibility of effective law enforcement that such disclosure would not be in the public interest" *Ch4*, *Sec* 7(26)(*f*).

Other exemptions may apply. The Chief of Police will approve or deny all requests.

- **3**. Per the Massachusetts Abuse Prevention Act (209A), domestic disturbance reports are available free of charge to the victim.
- **4**. We will use the information you provide on your request form to comply with your request. It is important to note that your request itself is a public record and may be released under the provisions of the Massachusetts Public Records Act. We will not release this information for any other reason.