The Office of the Corrections Ombudsperson provides a fair and impartial medium within which state sentenced inmates housed in State Prison Facilities or Residential Community Release Programs can seek redress for concerns or problems that arise during incarceration.

**PLEASE ANSWER THE FOLLOWING QUESTIONS BEFORE PROCEEDING.**

1. What correctional facility or community program were you in when this matter occurred? 

2. What was the date of the incident? 

3. Have you utilized the facility’s “Inquiry/Grievance System” to address your concern? (YES) (NO) 

4. Did you receive a response? (If “YES” please attach a copy of your response if possible.) (YES) (NO) 

5. If you did not receive a response, please provide the date that you submitted your Inquiry/Grievance? 

**PLEASE DESCRIBE YOUR CONCERN OR COMPLAINT.** (Continue on another sheet of paper if necessary and/or attach copies of any supporting documentation.)

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What do you think should be done to resolve this matter?