

POLICY NAME:	222.01: Open Records Requests
EFFECTIVE:	January 10, 2018
SUPERSEDES:	
SOURCE:	<i>Code of Alabama 16-60-111.4; 16-60-111.7; 36-12-40</i>
CROSS REFERENCE:	

Each institution shall provide copies of public records that are received or created in the normal course of the institution's business operations when requested under Alabama's Open Records Act found at Alabama Code 36-12-40, unless exempted from disclosure.

Records and document content that are exempted from disclosure include:

- Information received by a public officer or public official in confidence;
- Information which contains sensitive personnel records;
- Pending criminal investigations;
- Information received in anticipation of litigation or likely litigation;
- Records which, if released, would be detrimental to the best interests of the public; and
- Other statutorily exempted records; and
- Records and information protected under the attorney-client privilege.