

Date: 05/01/2026

Re: Right-to-Know Request Response

[REDACTED]
[REDACTED]
[REDACTED]

To Whom It May Concern:

This letter is in response to your Pennsylvania Right-to-Know Law (RTKL) request received by this office, in which you sought the following records:

1. *All policies and procedures governing how the agency handles public records requests related to: Flock Safety systems; License Plate Reader (LPR) technology; Automatic License Plate Reader (ALPR) systems; or any other license plate recognition or surveillance technology.*
2. *Any guidelines, instructions, or training materials provided to staff regarding the processing of public records requests for the above-mentioned technologies.*
3. *Any written procedures for redacting, exempting, or withholding records related to license plate reader systems.*

After conducting a search of the records reasonably believed to be within the possession, custody, or control of this agency, our response is as follows:

Item 1 – Policies and Procedures

The agency follows the standard Franklin County Open Records Policy, the requirements of the Pennsylvania Right-to-Know Law, and constraints to responses that are governed by public law: 18 Pa.C.S. § 9102.

Policies attached to this response.

Item 2 – Staff Guidelines, Instructions, or Training Materials

The agency has attended general Open Records and RTK training for personnel involved in responding to public records requests.

Accordingly, no responsive records exist for this item.

Item 3 – Redaction, Exemption, or Withholding Procedures

The agency does not maintain any written procedures specific to redaction, exemption, or withholding of records related to LPR/ALPR technologies.

Any redactions or exemptions applied in response to a records request are made in accordance with the Pennsylvania Right-to-Know Law, 65 P.S. §67.101 et seq., along with any other applicable state or federal law.

Therefore, no responsive records exist for this item.

Fees

No fees apply to this request.