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County of Luzerne
P E N N S Y L V A N I A

ESTABLISHED 1786

February 7, 2017

Jason Goodman
413 Walnut Street
Harrisburg, PA 17101
jgoodman@pennsec.org
RE: RTK Request # 17-18

Dear Jason:

Thank you for writing to Luzerne County with your request for information pursuant to the Pennsylvania Right-To-Know law. Please note that I am now the Opens records Officer for Luzerne County. My email is Jackie.Carroll@luzernecounty.org.

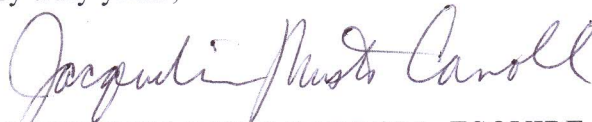
On February 2, 2017, the Luzerne County Office of Law received a request for documents from you described in the attached Right to Know request. Your request is granted.

Please go to Luzerne County's home page. Then scroll down on the left to "Human Resources". Click on that and you'll find "Employee Benefit and Policy Information." Then scroll down to the twelfth entry and click on "Personnel Policy Effective 1-1-2011." You should find what you are looking for there.

Had your request been denied, you would have a right to appeal this denial of information in writing to Office of Open Records, Commonwealth Keystone building, 400 North Street, 4th Floor, Harrisburg, PA 17120.

If you choose to file an appeal for any reason, you must do so within 15 business days of the mailing date of the agency's response. Section 1101. If you have further questions, please contact me. Please be advised this correspondence will serve to close this request with our office as permitted by law.

Very truly yours,



JACQUELINE MUSTO CARROLL, ESQUIRE
Luzerne County – Open Records Officer
200 North River Street
Wilkes-Barre, PA 18711

