

# EXHIBIT A



**SPLC**  
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March 20, 2020

**Via Email**

Florida Department of Corrections  
Public Records Unit  
Office of the Inspector General  
501 South Calhoun Street  
Tallahassee, Florida 32399-2500  
Email: [CO.PublicRecords@fdc.myflorida.com](mailto:CO.PublicRecords@fdc.myflorida.com)

Dear Public Records Custodian:

This is a Public Records Act request, made pursuant to Chapter 119, Florida Statutes, and Article 1, Section 24, of the Florida Constitution, for a copy of the public records described in Section A below.

***A. Records Requests***

Please produce the following public records pursuant to Sec. 119.07(1)(c), Fla. Stat. (2019):

- All plans, policies, and procedures implemented by the Florida Department of Corrections since November 1, 2019, relating to “Novel Coronavirus 2019” or “COVID-19,” and
- All documents illustrating positive test results for COVID-19 in any FDC facility.

For any responsive records that are not in your custody, please forward this request to the current custodian in possession of such records

***B. Exemptions***

In accordance with Sec. 119.07(1)(e), Fla. Stat., if you claim that any record is exempt from public disclosure, please state in writing both the statutory citation to any exemption which you claim is applicable and the specific reasons for a conclusion that the requested record is exempt. In accordance with Sec. 119.07(1)(d), Fla. Stat., if you claim that any portion of any record is exempt, please redact that portion of the record that you believe is exempt, state in writing both the statutory citation to any exemption you believe is applicable and the specific reasons for a conclusion that the portion of the record is exempt, and produce the remainder of the record.

If the documents are available electronically, please provide them in electronic format, such as via email (to [leo.laurenceau@splcenter.org](mailto:leo.laurenceau@splcenter.org)), cloud storage such as Dropbox or on a CD, to reduce costs. Otherwise, we can accept double-sided copies of the documents, to also reduce costs.

Please contact me at [leo.laurenceau@splcenter.org](mailto:leo.laurenceau@splcenter.org) or 786-457-7310 with any questions related to this request and an invoice for your costs and time. Thank you.

Sincerely,

Leonard J Laurenceau