

**SUBSTITUTE FOR
HOUSE BILL NO. 4014**

A bill to amend 1976 PA 442, entitled
"Freedom of information act,"
(MCL 15.231 to 15.246) by adding section 25.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1 **Sec. 25. (1) Except as provided in section 23, to inspect or**
2 **receive a copy of a public record under this part, a person shall**
3 **submit a written request for the public record to the LORA**
4 **coordinator of the public body. A written request made by**
5 **facsimile, electronic mail, or other electronic transmission under**
6 **this part is not considered to be received by a public body's LORA**
7 **coordinator until 1 business day after the electronic transmission**
8 **is made. However, if a written request is sent by electronic mail**
9 **and delivered to the public body's spam or junk mail folder, the**



1 request is not received until 1 day after the public body first
2 becomes aware of the written request. The public body shall note in
3 its records both the time a written request is delivered to its
4 spam or junk-mail folder and the time the public body first becomes
5 aware of that request.

6 (2) Unless otherwise agreed to in writing by the person making
7 the request, a public body shall respond to a request for a public
8 record within 5 business days after the public body receives the
9 request by doing 1 of the following:

10 (a) Granting the request.

11 (b) Issuing a written notice to the requesting person denying
12 the request.

13 (c) Granting the request in part and issuing a written notice
14 to the requesting person denying the request in part.

15 (d) Issuing a notice extending for not more than 10 business
16 days the time by which the public body must respond to the request.
17 A public body shall not issue more than 1 notice of extension for
18 each request.

19 (3) Failure to respond to a request pursuant to subsection (2)
20 constitutes a public body's final determination to deny the request
21 if either of the following applies:

22 (a) The failure was willful and intentional.

23 (b) The written request included language that conveyed a
24 request for information within the first 250 words of the body of a
25 letter, facsimile, electronic mail, or electronic mail attachment,
26 or specifically included the words, characters, or abbreviations
27 for "freedom of information", "open records", "information",
28 "LORA", "copy", or a recognizable misspelling of such, or
29 appropriate legal code reference to this part, on the front of an



1 envelope or in the subject line of an electronic mail, letter, or
2 facsimile cover page.

3 (4) A written notice denying a request for a public record in
4 whole or in part is a public body's final determination to deny the
5 request or portion of that request. The written notice shall
6 contain all of the following:

7 (a) An explanation of the basis under this part or other
8 statute for the determination that the public record, or portion of
9 that public record, is exempt from disclosure, if that is the
10 reason for denying all or a portion of the request.

11 (b) A certificate that the public record does not exist under
12 the name given by the requester or by another name reasonably known
13 to the public body, if that is the reason for denying the request
14 or a portion of the request.

15 (c) A description of a public record or information on a
16 public record that is separated or deleted pursuant to section 29e,
17 if a separation or deletion is made.

18 (d) A full explanation of the requesting person's right to do
19 either of the following:

20 (i) Submit a written request for reconsideration to the public
21 body's LORA coordinator that specifically states the word
22 "reconsideration", "appeal", "redetermination", or "reverse" and
23 identifies the reason or reasons for reversal of the disclosure
24 denial.

25 (ii) Seek final review of the denial under section 29a.

26 (5) The individual designated under sections 26 to 28 as a
27 LORA coordinator or under section 29 as a LORA coordinator designee
28 shall sign the written notice of denial.

29 (6) If a public body issues a notice extending the period for



1 a response to the request, the notice shall specify the reasons for
2 the extension and the date by which the public body will do 1 of
3 the following:

4 (a) Grant the request.

5 (b) Issue a written notice to the requesting person denying
6 the request.

7 (c) Grant the request in part and issue a written notice to
8 the requesting person denying the request in part.

9 (7) If a public body makes a final determination to deny in
10 whole or in part a request to inspect or receive a copy of a public
11 record or portion of a public record, the requesting person may
12 seek reconsideration or appeal of the denial as provided in section
13 29a.

14 Enacting section 1. This amendatory act takes effect January
15 1, 2020.

16 Enacting section 2. This amendatory act does not take effect
17 unless House Bill No. 4011 of the 100th Legislature is enacted into
18 law.

