



## Hamburg Borough Police Department

61 North 3<sup>rd</sup> Street, Hamburg, PA 19526 |  
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**Anthony M. Kuklinski**  
Chief of Police

**George Holmes**

### **Notice Pertaining to Pennsylvania Right to Know Law Act 3 of 2008**

The Hamburg Borough Police Department retains a repository of all records of police incidents that involved a response by members of this agency.

The records of this agency are stored in electronic, digital, and paper format. These records include personal biographical data on crime victims, and biographical data on individuals charged with crimes as well as information and data related to incidents that require officers from this agency to handle or arrest.

Officers of the Hamburg Borough Police Department have access to classified documents that are only subject to review by law enforcement personnel. Bearing this, records of the Hamburg Borough Police Department are NOT subject to unredacted release and exemptions are afforded to Law Enforcement Agencies under the Pennsylvania Open Records Law.

Declassified records are able to be released on a case-by-case basis as approved by the Chief of Police, who is identified as the Open Records Officer for the police department.

It should be noted that the Hamburg Police Department is construed as a secure facility and access to the records of this agency as well as the actual confines of the station is restricted to law enforcement officers and specific persons authorized by the Chief of Police or a designee of the agency.

Any persons requesting police reports shall notify the Hamburg Police Department in writing on the appropriate Right to Know Form, and the matter will be reviewed and a response to the requestor of the documents will be made. It should be noted that there is an established fee for requests of records which is assessed by the type of document and the length of the document requested.

For the purpose of this notification, the only authorized personnel authorized to release documents from this agency are identified as:

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Dana McGarvey  
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Any requests or further clarification should be referred to the aforementioned department members.

  
Anthony M. Kuklinski  
Chief of Police