

IN THE COURT OF COMMON PLEAS OF DELAWARE COUNTY, PENNSYLVANIA

IN RE: PA RJA No. 509. ACCESS TO : No. 12-5040
FINANCIAL RECORDS UNDER THE :
PENNSYLVANIA RIGHT TO KNOW LAW :

PRESIDENT JUDGE ADMINISTRATIVE ORDER

AND NOW, this 30th day of September, 2016, upon notice of the Supreme Court, and upon the promulgated Pennsylvania Rule of Judicial Administration 509, Access to Financial Records and Act 3 of 2008, known as the Pennsylvania Right to Know Law, it is hereby ORDERED and DECREED the District Court Administrator is hereby appointed as the records manager for purposes of reviewing and determining the applicability of public access to financial records under PA.RJA 509 for the Delaware County Court of Common Pleas and its judicial agencies, where applicable. The term "financial records" is defined as any account, contract, invoice or equivalent dealing with: 1) the receipt or disbursement of funds appropriated to the system; or 2) acquisition, use or disposal of services, supplies, materials, equipment or property secured through funds appropriated to the system. All financial records are accessible to the public except those Common Pleas Court and/or judicial agency records which are not "financial records" or enumerated under Pa. RJA 509 (b).

The records manager or judicial agency, where applicable, shall not be required to create financial records which do not currently exist or to compile, maintain, format or organize such records in a manner in which the records are not currently compiled, maintained, formatted or organized.

Upon receipt of a request for records, the records manager shall respond within ten (10) business days pursuant to Pa. RJA 509 (4). Reasonable costs incurred in providing public access to records may be incurred as well as prepayment of estimated of fees associated with the request under Pa RJA 509 (d).

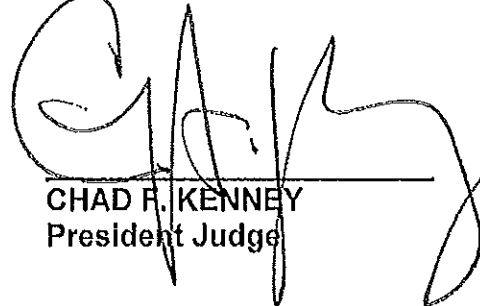
If the records manager or judicial agency denies a written request for access under Pa. RJA 509, the denial may be appealed in writing within fifteen (15) business days of the mailing date of the written response by the records manager or judicial agency, where applicable, under Pa RJA 509 (5).

The Honorable Kathrynann W. Durham is designated to make a determination within twenty (20) business days of the receipt by the designated judge of any written appeal by the requestor pursuant to Pa. RJP 509 (5). A copy of the written appeal shall be served upon the records manager on the date of submission to the designated judge.

Should a conflict exist with either the records manager or judicial designee, the President Judge shall designate a substitute as needed.

Any further appeal shall be subject to Chapter 15, Judicial Review of Governmental Determinations, of the Pennsylvania Rules of Appellate Procedure.

BY THE COURT:



CHAD F. KENNEY
President Judge