



CITY OF NEW YORK - DEPARTMENT OF CORRECTION

OFFICE OF CONSTITUENT AND GRIEVANCE SERVICES

COMMANDING OFFICER'S DISPOSITION FORM

 Form.: 7103R
 Eff.: 9/14/18
 Ref.: Dir. 3376R-A


Inmate's Name:	Book & Case #:	NYSID #:
Grievance Reference #:	Date Filed:	Facility:
Title of Grievance:	Category:	

COMMANDING OFFICER'S DISPOSITION

The OCGS disposition is:

 Accepted

 Rejected

Commanding Officer's Disposition and Comments:

Commanding Officer's Signature:

Date:

NOTICE TO INMATE

Check the appropriate box below and provide your signature.

You have (2) two business days from receipt of this notice to file your appeal.

 I accept the Commanding Officer's disposition and do not wish to appeal to the Division Chief.

 I reject the Commanding Officer's disposition and wish to appeal to the Division Chief.

Failure to sign the form will forgo your right to appeal.

Inmate's Signature:

Date:

Grievance Coordinator/Officer Signature:

Date: