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SC Court of Appeals

THE STATE OF SOUTH CAROLINA
IN THE COURT OF APPEALS

Arthur Jones, Jr., #358555, Appellant, v. South Carolina Department of Corrections, Respondent.	Appellate Case No.: _____ ALC Case No.: 26-ALJ-04-0310-AP Grievance No.: ECI 0057-26

APPELLANT'S DESIGNATION OF MATTER TO BE INCLUDED IN THE RECORD ON APPEAL

Pursuant to Rule 209, South Carolina Appellate Court Rules, Appellant Arthur Q. Jones, Jr., hereby designates the following pleadings, orders, exhibits, and other materials presented to the South Carolina Administrative Law Court ("ALC") for inclusion in the Record on Appeal. The materials designated below are relevant to the issues presented in this appeal, including whether the ALC properly dismissed Appellant's appeal from the South Carolina Department of Corrections' final agency decision and whether the ALC properly applied the governing law to the claims presented.

I. ADMINISTRATIVE GRIEVANCE RECORD

Appellant specifically designates the complete administrative grievance record concerning Grievance No. ECI 0057-26, including:

Step One Grievance, Grievance No. ECI 0057-26, including all pages and attachments submitted by Appellant.

SCDC's Step One response/decision concerning Grievance No. ECI 0057-26.
Step Two Grievance, Grievance No. ECI 0057-26, including all pages and attachments submitted by Appellant.

SCDC's Step Two response/final agency decision concerning Grievance No. ECI 0057-26.

Any accompanying administrative correspondence, attachments, exhibits, or other documents incorporated into or relied upon during the Step One and Step Two grievance proceedings that were presented to the ALC and are relevant to the issues on appeal.

Basis for Inclusion of the Grievance Materials.

The Step One and Step Two grievance materials were before the Administrative Law Court. Following SCDC's denial of the Step Two grievance, Appellant submitted the Step One and Step Two grievance materials to the ALC in connection with his appeal of the Department's final agency decision. Accordingly, these materials were presented to and were part of the matter before the ALC.

In addition, Respondent SCDC subsequently attached copies of the Step One and Step Two grievance materials to its Motion to Dismiss filed in the ALC proceeding. Thus, the same grievance materials were independently submitted to the ALC by Respondent and were part of the materials relied upon in the ALC proceeding.

Appellant therefore specifically designates the complete Step One and Step Two grievance materials and the corresponding Department responses for inclusion in the Record on Appeal.

II. MATERIALS FILED IN THE ADMINISTRATIVE LAW COURT

Appellant designates the following materials filed or presented in ALC Case No. 26-ALJ-04-0310-AP:

Appellant's filing/appeal initiating review before the Administrative Law Court, including the materials submitted with that filing.

Respondent's Motion to Dismiss, including all exhibits and attachments. Specifically, the Step One Grievance, Step One response, Step Two Grievance, and Step Two response/final agency decision attached as exhibits to Respondent's Motion to Dismiss.

Any other pleadings, motions, memoranda, responses, objections, or written submissions filed by Appellant or Respondent in ALC Case No. 26-ALJ-04-0310-AP that address the issues raised in this appeal.

Any written correspondence filed with or considered by the ALC that is relevant to the issues presented on appeal.

III. ORDERS AND DECISIONS OF THE ADMINISTRATIVE LAW COURT

Appellant designates:

The July 31, 2026 Order of the Administrative Law Court granting Respondent's Motion to Dismiss, including the complete order and all pages thereof. Any other order, ruling, or decision entered by the ALC in Case No. 26-ALJ-04-0310-AP that is relevant to the issues presented on appeal. Any order or ruling addressing any motion, objection, response, or other matter that bears upon the issues raised in this appeal.

IV. OTHER MATERIALS PROPERLY BEFORE THE ALC

All exhibits and documentary materials presented to the ALC that are directly relevant to the issues raised in Appellant's Initial Brief. Any other portions of the ALC record necessary to provide the Court of Appeals with a complete and accurate understanding of the issues presented, the arguments made by the parties, the administrative record, and the basis for the ALC's decision.

V. PURPOSE AND RELEVANCE OF DESIGNATED MATERIALS

The materials designated herein are relevant to the issues presented on appeal and were presented to or considered by the Administrative Law Court. The Step One and Step Two grievances and the Department's responses are particularly relevant because they establish the administrative history of Appellant's claim, the issues presented to SCDC, the Department's final agency decision, and the basis upon which Appellant sought review in the ALC. The pleadings filed in the ALC, including Respondent's Motion to Dismiss, establish the arguments presented to the ALC and the matters considered by the ALC before entering its July 31, 2026 Order. The July 31, 2026 Order is necessary for the Court of Appeals to review the ALC's reasoning, conclusions, and disposition and to determine whether the ALC committed reversible error. Appellant specifically designates the foregoing materials because they were part of the proceedings before the ALC and are necessary for a complete and meaningful appellate review.

Respectfully submitted,

Arthur Jones Jr

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Date: 9/21, 2026