**Prices to Duplicate**

**Public Records**

DEP’S technical guidance including policies, regulations and publications are free to the public. For more information, visit [www.depweb.state.pa.us](http://www.depweb.state.pa.us/).

The Pennsylvania Right-To-Know (RTK) Law Act 2008-3 P.L., 65 P.S. § 67.101 *et seq.* requires that state agencies such as DEP allow access to public records. They may be examined or copied in the physical form available to DEP. There is a charge for copying.

Contact DEP’s regional or district mining offices for records concerning most pollution, cleanups, enforcement actions, or permits at particular sites. Because these offices differ widely in their physical layout, copying ability, and staff resources, contact their Records Management staff about any specific requirements (list on reverse). These may include:

 Making appointments to view records

 Use of private copiers

 Prepayment

 Preparation of special reports

Requests for public records can be handled in a more timely fashion if:

 Time constraints are included in the request, such as expiration of a public comment period

 The request as specific as possible

 The office is contacted in advance of your arrival

For more information, visit [www.depweb.state.pa.us](http://www.depweb.state.pa.us/). Click “Public Records” on the left column.

Contact DEP’s Central Office for records on regulations and statewide data.

**RIGHT-TO-KNOW REQUESTS**

Please address all written requests to

**Attn: Agency Open Records Officer** at:

**PA Dept. of Environmental Protection**

Rachel Carson State Office Building

P.O. Box 8473

Harrisburg, PA 17105-8473

Telephone: 717-787-2043

Fax: 717-705-8023

EP-DEP-RTK@PA.GOV

***CHARGES***

**Payment must be by check or money order, made payable to The Commonwealth of Pennsylvania. Invoices may be provided under special circumstances.**

**Images (Photocopies/Scanning) -** One “image” is either a single-sided copy or one side of a double-sided copy.

1-20 photocopies NO CHARGE

21 photocopies or more $0.25 per copy

(The total cost of 21 copies would be $5.25)

Selfcopying $0.15 per copy

**Other Materials**

CD’s $7.00 each

Thumbdrives TBD\*

Microfilm/microfiche $3.00 first copy

 $1.50 each additional copy

Paper printouts from microfiche $0.50 each

Scanning in of maps, aperture cards, and microfiche maps to print $4.00 each

Aperture card, each $0.75 each

Photographic reproductions, videos, other specialized media TBD\*

Maps not provided by: TBD\*

 Bureau of Office Services, printing Services Section and

Bureau of Topographic & Geologic Survey

 Maps copied by: $2.50 per map – Black and White

 Bureau of Office Services, Printing Services Section $3.50 per map – Colored

 Bureau of Topographic and Geologic Survey

**Postage**

Under $1.00 NO CHARGE

Other Actual cost of mailing i.e. certified, UPS, Fedex, etc.

**Staff Time**

 Time for locating files and security monitoring for

 Right-to-Know Requests NO CHARGE

 Non-Right-to-Know record searches/data compilation Defined by Bureau

 Pick up Records at storage facility:

 Right-to-Know Requests TBD\*

 Non-Right-to-Know $15.00 hr

**Certification of Documents**

Per page $1.00

 \*Determined by cost to commonwealth

***REGIONAL AND FIELD OFFICES***

**Regional Offices**

Southeast Regional Office

2 East Main St.

Norristown, PA 19401

Telephone: 484-250-5900

Fax: 484-250-5914

Northeast Regional Office

2 Public Square

Wilkes-Barre, PA 18711-0790

Telephone: 570-826-5472

Fax: 570-830-3127

Southcentral Regional Office

909 Elmerton Ave.

Harrisburg, PA 17110-8200

Telephone: 717-705-4732

Fax: 717-705-4710

Northcentral Regional Office

208 West Third St., Suite 101

Williamsport, PA 17701-6448

Telephone: 570-327-3693

Fax: 570-327-3565

Southwest Regional Office

400 Waterfront Drive

Pittsburgh, PA 15222-4745

Telephone: 412-442-4096

Fax: 412-442-4098

Northwest Regional Office

230 Chestnut St.

Meadville, PA 16335-3481

Telephone: 814-332-6340

Fax: 814-332-6344

**Bureau of Abandoned Mine Reclamation**

**Field Offices**

Wilkes-Barre District Office

2 Public Square

Wilkes-Barre, PA 18711-0790

Telephone: 570-826-2371

Fax: 570-826-2441

Cambria District Office

286 Industrial Park Road

Ebensburg, PA 15931-0149

Telephone: 814-472-1800

Fax: 814-472-1839

**Bureau of Deep Mine Safety Field Offices**

**Bituminous Region**

Uniontown Office

167 Fayette County Health Center

100 New Salem Road

Uniontown, PA 15401

Telephone: 724-439-7469

Fax: 724-439-7324

**Anthracite Region**

Pottsville Office

5 West Laurel Blvd.

Pottsville, PA 17901-2454

Telephone: 570-621-3139

Fax: 570-621-3445

**District Mining Field Offices**

*District Mining Operations (Oversee the permitting and inspection of coal and industrial minerals extraction, quarry operations, and mine subsidence insurance.)*

Pottsville District Mining Office

5 West Laurel Blvd.

Pottsville, PA 17901-2454

Telephone: 570-621-3118

Fax: 570-621-3110

Moshannon District Mining Office

186 Enterprise Drive

Philipsburg, PA 16866

Telephone: 814-342-8200

Fax: 814-342-8216

Greensburg District Mining Office

Armbrust Building

8205 Route 819

Greensburg, PA 15601-0982

Telephone: 724-925-5500

Fax: 724-925-5557

Cambria District Mining Office

286 Industrial Park Road

Ebensburg, PA 15931-4119

Telephone: 814-472-1900

Fax: 814-472-1898

California District Mining Office

25 Technology Drive

California Technology Park

Coal Center, PA 15423

Telephone: 724-769-1100

Fax: 724-769-1102

Knox District Mining Office White Memorial Building P.O. Box 669

Knox, PA 16232-0669

Telephone: 814-797-1191

Fax: 814-797-2706