

Schedule of Charges For Access to 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.

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 Central Office for records on regulations and statewide data.

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; and
- Preparation of special reports.

Your request for public records can be handled in a more timely fashion if you:

- Communicate any particular time constraints placed by DEP on your request, such as expiration of a public comment period;
- Make your request as specific as possible; or
- Contact the office in advance of your arrival.

For more information, visit www.depweb.state.pa.us. Click "Public Records" on the left column.

CHARGES

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

Photocopies

One "photocopy" is either a single-sided copy or one side of a double-sided copy.

1-20 photocopies	NO CHARGE
21 photocopies or more (The total cost of 21 copies would be \$5.25)	\$0.25 per copy
Selfcopying	\$0.15 per copy

Other Materials

CD's	\$ 7.00 each
PC Diskettes	\$ 1.00 each
Microfilm/microfiche	\$ 3.00 first copy \$ 1.50 each additional copy
Paper printouts from microfiche	\$.50
Aperture card, each	\$.75
Photographic reproductions, videos, other specialized media	Cost to Commonwealth
Maps not provided by the Bureau of Topographic & Geologic Survey	Cost to Commonwealth
Maps copied by Bureau of Office Services, Printing Services Section	\$2.50 per map

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

Certification of Documents

Per page	\$1.00
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REGIONAL AND FIELD OFFICES

Regional Offices

Southeast Regional Office
2 East Main Street
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 Avenue
Harrisburg, PA 17110-8200
Telephone: 717-705-4732
Fax: 717-705-4710

Northcentral Regional Office
208 West Third Street, 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 Street
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 Boulevard
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 Boulevard
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

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