

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.

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. 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.

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|---|-----------------|
| 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 |
| Thumbdrives | TBD* |
| Microfilm/microfiche | \$3.00 first copy \$1.50 each additional copy |
| Oversized Documents (11x17) | \$0.50 each |
| 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 produced by third party | TBD* |
| Maps copied by: Bureau of Office Services, Printing Services Section and Bureau of Topographic and Geologic Survey | \$2.50 per map – Black and White \$3.50 per map – Colored |
| Maps copied by: Regional Offices and District Mining Offices | \$5.00 per map – Black and White \$10.00 per map – Colored |

Postage

| | |
|--------------|---|
| Under \$1.00 | NO CHARGE |
| Other | Actual cost of mailing i.e. certified, UPS, Fedex, etc. |

Staff Time

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|--|-------------------|
| 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 |
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*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: 412-442-4286
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 Mine Safety Field Offices

Bituminous Region

New Stanton Office
131 Broadview Road
New Stanton, PA 15672
Telephone: 724-925-5500
Fax: 724-925-5557

Anthracite Region

Pottsville Office
5 West Laurel Blvd.
Pottsville, PA 17901-2454
Telephone: 570-621-3139
Fax: 570-621-3445

Mineral Resources 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
Phillipsburg, PA 16866
Telephone: 814-342-8200
Fax: 814-342-8216

New Stanton District Mining Office
131 Broadview Road
New Stanton, PA 15672
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