

NOTICES

DEPARTMENT OF BANKING

Action on Applications

The Department of Banking of the Commonwealth of Pennsylvania, under the authority contained in the act of November 30, 1965 (P. L. 847, No. 356), known as the Banking Code of 1965; the act of December 14, 1967 (P. L. 746, No. 345), known as the Savings Association Code of 1967; the act of May 15, 1933 (P. L. 565, No. 111), known as the Department of Banking Code; and the act of December 19, 1990 (P. L. 834, No. 198), known as the Credit Union Code, has taken the following action on applications received for the week ending July 21, 1998.

BANKING INSTITUTIONS

Holding Company Acquisitions

<i>Date</i>	<i>Name of Corporation</i>	<i>Location</i>	<i>Action</i>
7-16-98	Dauphin Bancorp, Inc., Harrisburg, to acquire up to 39.16% of the voting shares of The First National Bank of Liverpool, Liverpool	Harrisburg	Effective

Conversions

<i>Date</i>	<i>Name of Corporation</i>	<i>Location</i>	<i>Action</i>
7-15-98	PSB Mutual Holding Company Philadelphia Philadelphia County <i>To:</i> PSB Bancorp, Inc. Philadelphia Philadelphia County Represents conversion from a mutual holding company to a stock holding company which will wholly own Pennsylvania Savings Bank, a State-chartered stock savings bank.	Philadelphia	Effective
7-15-98	Huntingdon Savings and Loan Association Huntingdon Huntingdon County <i>To:</i> Huntingdon Savings Bank Huntingdon Huntingdon County Application represents conversion from a State-chartered mutual savings and loan association to a State-chartered mutual savings bank.	Huntingdon	Approved

Consolidations, Mergers and Absorptions

<i>Date</i>	<i>Name of Bank</i>	<i>Location</i>	<i>Action</i>
7-15-98	S & T Bank Indiana Indiana County Purchase of assets/assumptions of liabilities of one branch office of Mellon Bank, N. A., Pittsburgh, located at: 410 Main Street Clarion Clarion County	Indiana	Approved

Branch Applications

<i>Date</i>	<i>Name of Bank</i>	<i>Location</i>	<i>Action</i>
7-13-98	Reliance Savings Bank Altoona Blair County	100 Hawbaker Industrial Drive State College Centre County	Opened

<i>Date</i>	<i>Name of Bank</i>	<i>Location</i>	<i>Action</i>
7-15-98	Jonestown Bank and Trust Company Jonestown Lebanon County	421 East Penn Ave. Cleona Lebanon County	Opened
7-16-98	Somerset Trust Company Somerset Somerset County	4185 Glades Pike Somerset Township Somerset County	Filed
7-16-98	Summit Bank Bethlehem Northampton County	Pathmark Supermarket 1000 Easton Road Wyncote Montgomery County	Opened

SAVINGS ASSOCIATIONS

No activity.

CREDIT UNIONS

No activity.

RICHARD C. RISHEL,
Secretary

[Pa.B. Doc. No. 98-1233. Filed for public inspection July 31, 1998, 9:00 a.m.]

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Applications, Actions and Special Notices

APPLICATIONS

APPLICATIONS RECEIVED UNDER THE PENNSYLVANIA CLEAN STREAMS LAW AND THE FEDERAL CLEAN WATER ACT

[National Pollution Discharge Elimination System Program (NPDES)]

DISCHARGE OF CONTROLLED INDUSTRIAL WASTE AND SEWERAGE WASTEWATER

(Part I Permits)

The following parties have applied for an NPDES permit to discharge controlled wastewaters into the surface waters of this Commonwealth. Unless otherwise indicated on the basis of preliminary review and application of lawful standards and regulations, the Department of Environmental Protection (Department) proposes to issue a permit to discharge, subject to certain effluent limitations and special conditions. These proposed determinations are tentative.

Where indicated, the EPA, Region III, Regional Administrator has waived his right to review or object to this proposed permit action under the waiver provision 40 CFR 123.6E.

Persons wishing to comment on the proposed permit are invited to submit a statement to the Field Office indicated as the office responsible, within 30 days from the date of this public notice. Comments received within this 30-day period will be considered in the formulation of the final determinations regarding this application. Responses should include the name, address and telephone number of the writer and a concise statement to inform the Field Office of the exact basis of a comment and the relevant facts upon which it is based. A public hearing may be held if the Field Office considers the public response significant.

Following the 30-day comment period, the Water Management Program Managers will make a final determination regarding the proposed permit. Notice of this determination will be published in the *Pennsylvania Bulletin* at which time this determination may be appealed to the Environmental Hearing Board.

The application and related documents, proposed effluent limitations and special conditions, comments received and other information are on file and may be inspected and arrangements made for copying at the Field Office indicated above the application.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceeding should contact the Secretary to the Board at (717) 787-3483. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

Applications for National Pollutant Discharge Elimination System (NPDES) permit to discharge to State waters.

Southeast Regional Office: Regional Manager, Water Management, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428, (610) 832-6130.

PA 0057525. Sewage, **William P. Adams**, 452 Stonebridge Road, Perkasie, PA 18944.

This application is for issuance of an NPDES permit to discharge treated sewage from small flow sewage treatment plant in Haycock Township, **Bucks County**. This is a new discharge to unnamed tributary to Tohickon Creek.

The receiving stream is classified for the following uses: trout stocking fishery, aquatic life, water supply and recreation.

The proposed effluent limits for Outfall 001, based on an average flow of 500 gpd are as follows:

<i>Parameter</i>	<i>Average Monthly (mg/l)</i>	<i>Instantaneous Maximum (mg/l)</i>
CBOD ₅	10	10
Suspended Solids	20	40
Total Residual Chlorine	monitor/report	monitor/report
Fecal Coliform	200 colonies/100 ml as a geometric average	
pH	within limits of 6.0—9.0 standard units at all times	

The EPA waiver is in effect.

PA 0052221. Industrial waste, **PECO Energy Company**, 2301 Market Street S21-2, Philadelphia, PA 19101-8699.

This application is for renewal of an NPDES permit to discharge Delaware River Water to the East Branch Perkiomen Creek via Bradshaw Reservoir, located in Bedminster Township, **Bucks County**. This is an existing discharge to East Branch Perkiomen Creek.

The receiving stream is classified for trout stocking fishery.

The proposed effluent limits for Outfall 001, based on an average flow of 42 mgd are as follows:

<i>Parameter</i>	<i>Average Monthly (mg/l)</i>	<i>Maximum Daily (mg/l)</i>	<i>Instantaneous Maximum (mg/l)</i>
Dissolved Oxygen (2-15 to 7-31) (8-1 to 2-14)	minimum of 5.0 mg/l at all times and average daily as 6.0 mg/l		
Fecal Coliform (5-1 to 9-30) (10-1 to 4-30)	minimum of 4.0 mg/l at all times and average daily as 5.0 mg/l		
Iron, Total	monitor	monitor	
Iron, Dissolved	monitor	monitor	
Phenolics, Total	monitor	monitor	
pH	within limits of 6.0—9.0 standard units at all times		
Aluminum, Total	monitor	monitor	
Cadmium, Total	monitor	monitor	
Mercury, Total	monitor	monitor	
Nickel, Total	monitor	monitor	
Zinc, Total	monitor	monitor	
Chromium-Hexavalent	monitor	monitor	
Copper, Total	monitor	monitor	
Lead, Total	monitor	monitor	
Silver, Total	monitor	monitor	
Cyanide, Free	monitor	monitor	

The EPA waiver is in effect.

Northcentral Region: Environmental Program Manager, Water Management, 208 W. Third Street, Suite 101, Williamsport, PA 17701-6510, (717) 327-3666.

PA 0032522. DCNR Bureau of State Parks, P. O. Box 8551, Harrisburg, PA 17105-8551.

This proposed action is for renewal of an NPDES permit for an existing discharge of filter backwash to East Branch Cowley Run in Portage Township, **Cameron County**.

The receiving stream is classified for the following uses: HQ-cold water fishery and aquatic life, water supply and recreation.

For the purpose of evaluating effluent requirements for TDS, NO₂-NO₃, fluoride and phenolics, the existing downstream potable water supply (PWS) considered during the evaluation is Pennsylvania American Water Co. located 125 miles downstream on the Susquehanna River.

The proposed effluent limits for Outfall 001, based on a design flow of 0.0006 mgd, are:

<i>Parameter</i>	<i>Average Monthly (mg/l)</i>	<i>Instantaneous Maximum (mg/l)</i>
Total Suspended Solids	30	60
Total Chlorine Residual*	provide dechlorination	provide dechlorination
*provide dechlorination within 2 years of permit effective date		
pH	6.0—9.0 at all times	

Other Conditions: none.

The EPA waiver is in effect.

Southwest Regional Office: Water Management Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4000.

PA 0003042. Industrial waste, SIC: 2819, **Welland Chemical, Inc.**, P. O. Box 26, Mill Street, Newall, PA 15466.

This application is for renewal of an NPDES permit to discharge treated process water, cooling water and stormwater from the Newell Works in Newell Borough, **Fayette County**.

The following effluent limitations are proposed for discharge to the receiving waters, Monongahela River, classified as a warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first existing/proposed downstream potable water supply (PWS) is Washington Township Municipal Authority, located at 1390 Fayette Avenue, Belle Vernon, PA 15012, 4.1 miles below the discharge point.

Outfall 001: existing discharge, design flow of 0.0172 mgd.

<i>Parameter</i>	<i>Mass (lb/day)</i>		<i>Concentration (mg/l)</i>		
	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
Flow (mgd)	monitor and report				
Temperature (°F)					110
Nitrate-Nitrite (as N)			monitor and report		
Ammonia (as N)			monitor and report		
Suspended Solids			monitor and report		
Oil and Grease			monitor and report		
Iron			monitor and report		
Lead			monitor and report		
Zinc			monitor and report		
pH	not less than 6.0 nor greater than 9.0				

Outfall 002: existing discharge, design flow of 0.06 mgd.

<i>Parameter</i>	<i>Mass (lb/day)</i>		<i>Concentration (mg/l)</i>		
	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
Flow (mgd)	monitor and report				
Suspended Solids			30	100	
Oil and Grease			15	20	
Temperature (°F)					110
Ammonia (as N)	3.2	32	6.4	64	
Nitrate (as N)	9.2	63	18.4	136	
pH	not less than 6.0 nor greater than 9.0				

Outfall 003: existing discharge, design flow of 0.003 mgd.

<i>Parameter</i>	<i>Mass (lb/day)</i>		<i>Concentration (mg/l)</i>		
	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Average Monthly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
Flow (mgd)	monitor and report				
Suspended Solids			30	100	
Oil and Grease			15	20	
Ammonia (as N)			6.4	64	
Nitrate (as N)			18.4	136	
pH	not less than 6.0 nor greater than 9.0				

Outfalls 004, 006, 007: existing stormwater outfalls.

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Parameter	Mass (lb/day)		Concentration (mg/l)		
	Average Monthly	Maximum Daily	Average Monthly	Maximum Daily	Instantaneous Maximum
Flow	monitor and report				
Nitrate-Nitrite (as N)			monitor and report		
Ammonia (as N)			monitor and report		
Suspended Solids			monitor and report		
Oil and Grease			monitor and report		
Iron			monitor and report		
Lead			monitor and report		
Zinc			monitor and report		
pH			monitor and report		

Other Conditions: Required to submit a Pollution Reduction Report for Nitrate-Nitrite, Ammonia, suspended solids, Oil and Grease, Iron, Lead, Zinc, and pH at Outfalls 001, 004, 006, 007.

The EPA waiver is in effect.

PA 0031101. Sewage, **Fayette County Area Vocational-Technical School**, R. D. 2, Box 122A, Uniontown, PA 15401.

This application is for issuance of an NPDES permit to discharge treated sewage from the Fayette County Area Vocational-Technical School STP in Georges Township, **Fayette County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as an unnamed tributary of Redstone Creek, which are classified as a warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the Neville Municipal Authority.

Outfall 001: existing discharge, design flow of 0.0105 mgd.

Parameter	Concentration (mg/l)			
	Average Monthly	Average Weekly	Maximum Daily	Instantaneous Maximum
CBOD ₅ Day	10			20
Suspended Solids	25			50
Ammonia Nitrogen				
(5-1 to 10-31)	3			6
(11-1 to 4-30)	8.5			17
Fecal Coliform				
(5-1 to 9-30)	200/100 ml as a geometric mean			
(10-1 to 4-30)	2,000/100 ml as a geometric mean			
Total Residual Chlorine				
1st month—36th month	monitor and report			
37th month—expiration	0.3			0.8
Dissolved Oxygen	not less than 4.0 mg/l			
pH	not less than 6.0 nor greater than 9.0			

The EPA waiver is in effect.

PA 0098663. Sewage, **R. P. Woodhouse**, 339 West Pike Street, Canonsburg, PA 15317.

This application is for renewal of an NPDES permit to discharge treated sewage from the R. P. Woodhouse sewage treatment plant in Somerset Township, **Washington County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as Opossum Run, which are classified as a high quality warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the PA American Water Company on Little Chartiers Creek.

Outfall 001: existing discharge, design flow of .009 mgd.

Parameter	Concentration (mg/l)			
	Average Monthly	Average Weekly	Maximum Daily	Instantaneous Maximum
CBOD ₅ Day				
(5-1 to 10-31)	15			30
(11-1 to 4-30)	20			40
Suspended Solids	30			60
Ammonia Nitrogen				
(5-1 to 10-31)	3			6
(11-1 to 4-30)	9			18

<i>Parameter</i>	<i>Concentration (mg/l)</i>			
	<i>Average Monthly</i>	<i>Average Weekly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
Nitrite-Nitrate	35			70
Fecal Coliform (5-1 to 9-30) (10-1 to 4-30)	200/100 ml as a geometric mean 2,000/100 ml as a geometric mean			
Total Residual Chlorine 1st month—36th month 37th month—expiration	monitor and report 0.5			1.0
Dissolved Oxygen	not less than 6.0 mg/l			
pH	not less than 6.0 nor greater than 9.0			

The EPA waiver is in effect.

PA 0203688. Sewage, **West Pike Run Township**, 238 Pike Run Drive, Daisytown, PA 15427.

This application is for renewal of an NPDES permit to discharge treated sewage from the West Pike Run Township Sewage Treatment Plant in West Pike Township, **Washington County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as Pike Run, which are classified as a trout stocked fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the Newell Municipal Authority.

Outfall 001: existing discharge, design flow of .063 mgd.

<i>Parameter</i>	<i>Concentration (mg/l)</i>			
	<i>Average Monthly</i>	<i>Average Weekly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
CBOD ₅ Day	25	38		50
Suspended Solids	30	45		60
Ammonia Nitrogen (5-1 to 10-31)	23	34.5		46
Fecal Coliform (5-1 to 9-30) (10-1 to 4-30)	200/100 ml as a geometric mean 13,000/100 ml as a geometric mean			
Total Residual Chlorine	1.4			3.3
pH	not less than 6.0 nor greater than 9.0			

Other Conditions: None

The EPA waiver is in effect.

PA 0205753. Sewage, **East Bethlehem Township Municipal Authority**, P. O. Box 136, Fredericktown, PA 15333.

This application is for renewal of an NPDES permit to discharge treated sewage from the East Bethlehem Municipal Authority Wastewater Treatment Plant in East Bethlehem Township, **Washington County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as Monongahela River, which are classified as a warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the PA American Water Company.

Outfall 001: new discharge, (plant has not been constructed to date) design flow of 0.35 mgd.

<i>Parameter</i>	<i>Concentration (mg/l)</i>			
	<i>Average Monthly</i>	<i>Average Weekly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
CBOD ₅ Day	25	37.5		50
Suspended Solids	30	45		60
Fecal Coliform (5-1 to 9-30) (10-1 to 4-30)	200/100 ml as a geometric mean 50,000/100 ml as a geometric mean			
Total Residual Chlorine	0.5			1.6
pH	not less than 6.0 nor greater than 9.0			

Other Conditions:

The EPA waiver is in effect.

PA 0216330. Sewage, **PA Turnpike Commission**, P. O. Box 67676, Harrisburg, PA 17106.

This application is for renewal of an NPDES permit to discharge treated sewage from the Homewood Maintenance Building STP in Big Beaver Borough, **Beaver County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as a Drainage Swale to Clarks Run, which are classified as a warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the Beaver Falls Municipal Authority.

Outfall 001: existing discharge, design flow of .0014 mgd.

<i>Parameter</i>	<i>Concentration (mg/l)</i>			
	<i>Average Monthly</i>	<i>Average Weekly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
CBOD ₅ Day	25			50
Suspended Solids	30			60
Oil and Grease	15			30
Fecal Coliform				
(5-1 to 9-30)	200/100 ml as a geometric mean			
(10-1 to 4-30)	2,000/100 ml as a geometric mean			
Total Residual Chlorine	1.4			3.3
Dissolved Oxygen	not less than 3.0 mg/l			
pH	not less than 6.0 nor greater than 9.0			

The EPA waiver is in effect.

PA 0217361. Sewage, **East Huntingdon Township**, P. O. Box 9, Alverton, PA 15612-0009.

This application is for renewal of an NPDES permit to discharge treated sewage from the Iron Bridge STP in East Huntingdon Township, **Westmoreland County**.

The following effluent limitations are proposed for discharge to the receiving waters, known as Jacobs Creek, which are classified as a warm water fishery with existing and/or potential uses for aquatic life, water supply and recreation. The first downstream potable water supply intake from this facility is the Westmoreland County Municipal Authority.

Outfall 001: new discharge, design flow of .250 mgd.

<i>Parameter</i>	<i>Concentration (mg/l)</i>			
	<i>Average Monthly</i>	<i>Average Weekly</i>	<i>Maximum Daily</i>	<i>Instantaneous Maximum</i>
CBOD ₅ Day				
(5-1 to 10-31)	15	23		30
(11-1 to 4-30)	25	38		50
Suspended Solids	30	45		60
Ammonia Nitrogen				
(5-1 to 10-31)	6	9		12
(11-1 to 4-30)	18	27		36
Fecal Coliform				
(5-1 to 9-30)	200/100 ml as a geometric mean			
(10-1 to 4-30)	2,000/100 ml as a geometric mean			
Total Residual Chlorine	1.0			3.3
Dissolved Oxygen	not less than 5 mg/l			
pH	not less than 6.0 nor greater than 9.0			

The EPA waiver is in effect.

Proposed NPDES Permit Renewal Actions for Minor Sewage Discharges

The following parties have applied to renew their current NPDES permits to allow the continued discharge of controlled wastewater into the surface waters of this Commonwealth. The Department of Environmental Protection (Department) has made a tentative determination to renew these permits and proposes to issue them, subject to their current permit effluent limitations, and monitoring and reporting requirements, with appropriate and necessary updated requirements to reflect new or changed regulations and other requirements. The updates may include, but will not be limited to, applicable permit conditions and/or requirements addressing combined sewer overflows (CSOs), municipal sewage sludge management, and total residual chlorine control (TRC). Any major changes to or deviations from the terms of the existing permit will be documented and published with the final Department actions.

The EPA, Region III, Regional Administrator has waived the right to review or object to these proposed permit actions under the waiver provision 40 CFR 123.6E.

Persons wishing to comment on the proposed permits are invited to submit a statement to the Field Operations indicated as the office responsible, within 30 days from the date of this public notice. Comments received within this 30-day period will be considered in the formulation of the final determinations regarding these applications and proposed permit actions. Comments should include the name, address, telephone number of the writer and a brief statement to inform the Field Office of the basis of the comment and the relevant facts upon which it is based. A public hearing may be held if the Field Office considers the public response significant.

Following the 30-day comment period, the Water Management Program Managers will make a final determination regarding the proposed permit action. Notice of this determination will be published in the *Pennsylvania Bulletin* at which time this determination may be appealed to the Environmental Hearing Board.

The permit renewal application and related documents, proposed effluent limitations and special conditions, comments received and other information are on the Department's file. The documents may be inspected at, or a copy requested from, the Field Office that has been indicated above the application notice.

Southcentral Regional Office: Water Management Program, 909 Elmerton Avenue—2nd Floor, Harrisburg, PA 17110, (717) 705-4707.

<i>NPDES No.</i>	<i>Facility Name and Address</i>	<i>County and Municipality</i>	<i>Tributary Stream</i>	<i>New Permit Requirements</i>
PA0041491	Mountain Village MHP Berks Properties, Inc. 2620 Egypt Road Norrstown, PA 19403	Berks Longswamp	UNT to Perkiomen Creek	TRC

DISCHARGE OF CONTROLLED INDUSTRIAL WASTE AND SEWERAGE WASTEWATER

Applications under the Pennsylvania Clean Streams Law

(Part II Permits)

The following permit applications and requests for plan approval have been received by the Department of Environmental Protection (Department). Persons objecting on the grounds of public or private interest to the approval of an application or submitted plan may file a written protest with the Department at the address indicated above each permit application or plan. Each written protest should contain the following: name, address and telephone number; identification of the plan or application to which the protest is addressed and a concise statement in sufficient detail to inform the Department of the exact basis of the protest and the relevant facts upon which it is based. The Department may conduct a fact-finding hearing or an informal conference in response to any given protest. Each writer will be notified in writing of the time and place if a hearing or conference concerning the plan, action or application to which the protest relates is held. To insure consideration by the Department prior to final action on permit applications and proposed plans, initial protests and additions or amendments to protests already filed should be filed within 15 calendar days from the date of this issue of the *Pennsylvania Bulletin*. A copy of each permit application and proposed plan is on file in the office indicated and is open to public inspection.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact the specified program. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

Applications received for Industrial Waste and Sewage Applications under The Clean Streams Law (35 P. S. §§ 691.1—691.1001).

Southcentral Regional Office: Water Management Program Manager, 909 Elmerton Avenue, 2nd Floor, Harrisburg, PA 17110-8200, (717) 705-4707.

A. 0198405. Sewage submitted by **Littlestown Borough**, 46 East King Street, Littlestown, PA 17340 in Littlestown Borough, **Adams County** to install Heritage Hill II Sewage Pumping Station #2 was received in the Southcentral Region on July 9, 1998.

A. 0798404. Sewage submitted by **Blair Township Water and Sewer Authority**, 577 Cedarcrest Drive, Duncansville, PA 16635 in Blair Township, **Blair County** to construct a public wastewater system to serve portions

of Blair Township including the Poplar Run Wastewater Pump Station and Brooks Mills Pump Station was received in the Southcentral Region on July 10, 1998.

A. 3698406. Sewage submitted by **East Earl Sewer Authority**, P. O. Box 339, Blue Ball, PA 17506 in East Earl Township, **Lancaster County** to construct the Witmer Road and Rancks Road Pump Stations and Sewer Extension to connect to their existing conveyance system to Earl Township Sewer Authority was received in the Southcentral Region on July 14, 1998.

Southwest Regional Office: Water Management Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4000.

A. 6598407. Sewerage. **East Huntingdon Township**, P. O. Box 9, Alverton, PA 15612-0009. Application for the construction and operation of the Iron Bridge Wastewater Treatment Plant located in East Huntingdon Township, **Westmoreland County**.

Northwest Regional Office, Regional Water Management Program Manager, 230 Chestnut Street, Meadville, PA 16335-3481, (814) 332-6942.

WQM Permit No. 3393404. Sewage. **Clear Creek State Park, Department of Conservation and Natural Resources**, P. O. Box 387, Prospect, PA 16052-0387. This project is for modifications to an already existing small flow sewage treatment system in Barnett Township, **Jefferson County**.

WQM Permit No. 1098406. Sewage, **Roy Crawford, SRSTP**, 638 Perry Way, Zelenople, PA 16063. This project is for the construction of a Single Residence Sewage Treatment Plant in Jackson Township, **Butler County**.

INDIVIDUAL PERMITS

(PAS)

NPDES Individual

The following parties have applied for an NPDES permit to discharge stormwater from a proposed construction activity into the surface waters of this Commonwealth. Unless otherwise indicated, on the basis of preliminary review and application of lawful standards and regulations, the Department of Environmental Protection proposes to issue a permit to discharge, subject to certain limitations set forth in the permit and special conditions. The proposed determinations are tentative. Limitations are provided in the permit as erosion and sedimentation control measures and facilities which restrict the rate and quantity of sediment discharged.

Where indicated, the EPA, Region III, Regional Administrator has waived the right to review or object to this proposed permit action under the waiver provision of 40 CFR 123.24(d).

Persons wishing to comment on the proposed permit are invited to submit a statement to the office noted above the application within 30 days from the date of this public notice. Comments reviewed within this 30-day period will be considered in the formulation of the final determinations regarding this application. Responses should include the name, address and telephone number of the writer and a concise statement to inform the Department of the exact basis of a comment and the relevant facts upon which it is based. A public hearing may be held if the responsible office considers the public response significant.

Following the 30-day comment period, the Water Management Program Manager will make a final determination regarding the proposed permit. Notice of this determination will be published in the *Pennsylvania Bulletin* at which time this determination may be appealed to the Environmental Hearing Board.

The application and related documents, including the erosion and sedimentation control plan for the construction activity, are on file and may be inspected at the office noted above the application.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact the specified program. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

Southeast Regional Office: Regional Water Management Program Manager, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428-2233, (610) 832-6130.

NPDES Permit PAS10-D006-R. Stormwater. **Toll Brothers, Inc.**, 3103 Philmont Avenue, Huntingdon Valley, PA 19006, has applied to discharge stormwater from a construction activity located in Lower Makefield Township, **Bucks County**, to Core Creek.

NPDES Permit PAS10-D106. Stormwater. **St. Martin of Tours Roman Catholic Church**, 111 New Street, New Hope, PA 18938, has applied to discharge stormwater from a construction activity located in New Hope Borough, **Bucks County**, to Rabbit Run and Aquetong Creek.

NPDES Permit PAS10-G328. Stormwater. **Great Valley School District**, 47 Church Road, Malvern, PA 19355, has applied to discharge stormwater from a construction activity located in East Whiteland Township, **Chester County**, to Valley Creek.

NPDES Permit PAS10-T096. Stormwater. **Cradle of Liberty Council**, BSA, P. O. Box 806, Valley Forge, PA 19482, has applied to discharge stormwater from a construction activity located in Marlborough Township, **Montgomery County**, to Unami Creek.

Northeast Regional Office; Regional Water Management Program Manager, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-2511.

Northampton County Conservation District, District Manager, R. R. 4, Greystone Building, Nazareth, PA 18064-9211, (610) 746-1971.

NPDES Permit PAS10U096. Stormwater. **James Seitz II**, 2321 Silo Drive, Easton, PA 18040, has applied to discharge stormwater from a construction activity located in Bushkill Township, **Northampton County**, to Bushkill Creek.

Pike County Conservation District, District Manager, HC 6, Box 6770, Hawley, PA 18428, (717) 226-8220.

NPDES Permit PAS10V022. Stormwater. **Pike County Business Park**, Pike County Industrial Development Corp., Gary Boam, Executive Director, P. O. Box A, Milford, PA 18337, has applied to discharge stormwater from a construction activity located in Blooming Grove Township, **Pike County**, to Little Mud Pond and unnamed tributary of Shohola Creek.

SAFE DRINKING WATER

Application received under the Pennsylvania Safe Drinking Water Act (35 P. S. §§ 721.1—721.17).

Northeast Regional Office, Sanitarian Regional Manager, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-2511.

5298504. Public water supply. **Oak Manor Estates**, Dingman Township, **Pike County**. This proposal involves improvements to an existing unpermitted Community water system. The system consists of a well with disinfection, PH adjustment and two 2,500 gallon pressure tanks and booster pumps. Engineer: Joseph Sincavage, Sincavage Associates, Inc.

5498502. Public water supply. **Hegins Township Authority**, 915 West Maple Street, Valley View, PA 17983. This proposal involves the addition of a new Source, Well No. 5, and associated raw water transmission line. Well #5 is Drilled to intercept an existing, permitted, free flowing spring. Engineer: Alfred Benesch Consulting Engineers.

5498503. Public water supply. **Borough of Minersville Water Filtration Plant**, James Clearly, Manager, 2 East Sunbury Street, Minersville, PA 17954. This proposal involves installation of flow paced feed equipment to allow for the pH of the raw water to be adjusted prior to the waters being fed to the slow sand filter units. It is located in Cass Township, **Schuylkill County**. Engineer: WJP Engineers, Edward E. Davis, PE.

Southcentral Regional Office: Sanitarian Regional Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4708.

A. 3698504. Public water supply. **Ephrata Diamond Spring Water Company**, West Earl Township, **Lancaster County**. *Responsible Official:* Richard A. Hess, President, Ephrata Diamond Spring Water Company, 1140 S. State Street, Ephrata, PA 17522-0788. *Type of Facility:* Construction of a new water bottling facility in West Earl Township, Lancaster County. Most of the existing bottling equipment will be relocated from the existing facility to the new location. *Consulting Engineer:* Michael S. Moulds, P. E., Hanover Engineering Associates, Inc., 20 C Snyder Lane, Ephrata, PA 17522-9101.

Regional Office: Northcentral Field Operations, Environmental Program Manager, 208 West Third Street, Suite 101, Williamsport, PA 17701.

A. M. A. The Department received a construction permit from **Consumers Pennsylvania Water Company** (P. O. Box 160, Sayre, PA 18840; Athens Township, **Bradford County**) for extension to provide approximately 12, 130 L. F. of water line extension including valves, hydrants in-line booster, and all appurtenances. The extension will serve a proposed industrial development.

A. M. A. The Department has received an operating permit application from **Columbia County Industrial Development Authority** (P. O. Box 339, Bloomsburg, PA; South Centre Township, **Columbia County**) for transfer of Water Supply Permit Number 1981501 for the

Columbia County Industrial Development Authority water system to United Water Pennsylvania.

A. M. A. The Department received a construction permit application from the **Municipal Authority of the City of Sunbury** (225 Market Street, Sunbury, PA 17801-3482; Sunbury, **Northumberland County**) for cleaning and repainting interior and exterior of two million gallon finished water storage tanks and one 330,000 gallon backwash supply tank.

A. 4496453-MA2. The Department received an operating permit application from **Augusta Boys, Inc.** (R. D. 1, Box 132B, Sunbury, PA 17801; Ralpho Township, **Northumberland County**) for registration of two identical NAMA approve drinking water vending machines owned and operated by Augusta Boys, Inc.

A. WA-591007. The Department received a water allocation permit application from **Boro of Wellsboro** (28 Crafton Street, Wellsboro, PA 16901; Dunking Township, **Tioga County**) for Water Allocation for Rock Run and lower Clark Intake (the Authority's Leak Detection Program, Water Conservation Program).

Northwest Regional Office, Regional Manager, 230 Chestnut Street, Meadville, PA 16335, (814) 332-6899.

A. 1098506. Public water supply. **Jackson Township Water Authority of Butler County**, 140 Magill Road, Zelienople, PA 16063. This proposal involves the installation of ductile iron water line and appurtenances to provide public water service to the Harmony Junction area of Jackson Township, **Butler County**.

HAZARDOUS SITES CLEANUP

Under the Act of October 18, 1988

Interim Response under the Hazardous Sites Cleanup Act

Naginey Quarry Site Armagh Township, Mifflin County

The Department of Environmental Protection (Department), under the authority of the Hazardous Sites Cleanup Act (35 P. S. §§ 6020.102—6020.1303) (HSCA) is initiating an interim response at the Naginey Quarry Site (Naginey Site) in Armagh Township, Mifflin County, PA.

The Naginey Site is a 55 acre site located in the Village of Naginey along the south side of Naginey Road approximately 3 miles east of Route 322. The site is located in a rural area bordered on the south and east by agricultural lands, on the west by residential homes, and on the north by a recycling facility and limestone quarry. The battery casings occupy approximately 3 acres of the Naginey Site.

The quarry was originally owned and operated by Johnstown Mining as a limestone quarry. Bethlehem Steel took over Johnstown Mining in 1917. In the 1930s the site was purchased by the Naginey family (Naginey), who continued to lease it to Bethlehem Steel. Although Naginey owned the property, Bethlehem Steel owned the building on the property. Bethlehem Steel sold the building to Krentzmans in 1972, and the 1.7 acre parcel of property was sold by Naginey to Krentzmans.

Krentzmans had leased their property to the Independent Trading Corporation (ITC). ITC operated on the property from 1978 to December 1980. The operational procedures of ITC at the site included breaking of battery casings and/or crushing battery tops, removing the lead, and then stockpiling the cases on the plant yard. ITC also began dumping battery casing on the adjoining part of

the site owned by Charles Naginey, during the late 1970s. Charles Naginey became aware of the dumping, and entered into a lease with ITC.

The Department inspected the Naginey Site in November 1996 and observed piles of discarded battery casings and 122 drums of discarded foundry waste. On December 12, 1996, the Department sampled these substances. Laboratory results of the December 12, 1996, sampling showed the composite sample of five drums to have a total lead level of 3,760 milligrams per kilogram (mg/kg). A soil sample in the battery casing disposal area had total lead levels of 8,150 mg/kg. These levels of lead exceed the regulatory direct contact standard.

The Department proposes a prompt interim response at this site to protect public health and safety or the environment. This determination is based upon the potential and actual exposure threat to soils, sediments, surface water and groundwater posed by the disposed battery casings and drummed waste, and the actual or potential exposure to hazardous substances via inhalation, and/or ingestion.

The Department considered two alternatives: 1.) No action, which would allow the battery casings and drummed waste to remain in place. 2.) Removal of battery casings and drummed waste and arranging for the treatment and/or disposal of these substances at a permitted facility. The Department determined that the no action alternative would not be protective of human health and the environment since the risk of contact with contaminants would remain.

The Department is providing this notice under sections 505(b) and 506(b) of HSCA (35 P. S. §§ 6020.505(b) and 6020.506(b)), and the publication of this notice starts the administrative record period under HSCA. The Administrative Record which contains information about this site and which supports the Department's decision to perform this action at the site is available for public review and comment. The Administrative Record can be examined from 8 a.m. to 4 p.m. at the Department's Southcentral Regional Office located at 909 Elmerton Avenue, Harrisburg, PA 17110, by contacting Barbara Faletti at (717) 705-4864. The Administrative Record can also be reviewed at the Armagh Township Municipal Building, 224 College Avenue, Milroy, PA 17063 between the hours of 9 a.m. and 5 p.m.

The Administrative record will be open for comment from the date of publication of this notice in the *Pennsylvania Bulletin* and will remain open for 90 days. Persons may submit written comments regarding this action to the Department before November 1, 1998, by mailing them to Barbara Faletti at the above address.

The public will have an opportunity to present oral comments regarding the proposed action at a public hearing. The hearing has been scheduled for September 10, 1998, at 7 p.m. at the Armagh Township Municipal Building, 224 College Avenue, Milroy, PA 17063. Persons wishing to present formal oral comment at the hearing should register before 4 p.m., September 4, 1998, by calling Sandra Roderick at (717) 705-4931.

If no person registers to present oral comments, by September 4, 1998, the hearing will not be held. Persons interested in finding out if anyone has registered, and if the hearing will be held, should also contact Sandra Roderick at the same number above. An informational meeting will be held following the hearing.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other

accommodation to participate in the proceedings, should call Sandra Roderick at the above number or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how the Department may accommodate their needs.

**Mifflin County Recycling Center Site
Armagh Township, Mifflin County**

The Department of Environmental Protection (Department), under the authority of the Hazardous Sites Cleanup Act (35 P. S. §§ 6020.102—6020.1303) (HSCA) is initiating an interim response at the Mifflin County Recycling Center Site (MCRC Site) in Armagh Township, Mifflin County, PA.

The MCRC Site is approximately 3 miles east of Route 322 in the Village of Naginey, and measures approximately 2.5 acres. This site is bordered on the south by Naginey Road, on the east by agricultural lands and a tributary stream to Honey Creek, on the west by an active limestone quarry, and on the north by a bedrock highwall as a result of limestone quarrying activities.

The MCRC Site supports a masonry block building where recyclables and equipment for the operation of the Mifflin County Recycling Center are stored. Scrap metals and other recyclables are staged on this site. The waste pile is located at the north end of the MCRC Site.

The MCRC Site was originally part of an approximate 200 acre tract owned and operated by Johnstown Mining as a limestone quarry. The property was taken over by Bethlehem Steel in 1917. In the early 1930's the quarry was purchased by the Naginey family, who continued to lease it to Bethlehem Steel. The 2.5 acre tract was then purchased from Charles Naginey by Chris Swyers, owner and operator of Mifflin County Recycling Center, in March 1987. The MCRC Site is used for the operation of a recycling center.

Joe Krentzman and Sons Inc. (Krentzman) owns the 1.7 acre property on the south side of Naginey Road, adjacent to the site. Krentzman had leased the property to the Independent Trading Corporation (ITC). The ITC operated on the property from 1978 to December 1980. During this period ITC disposed of approximately 25 cubic yards of a blue-green foundry waste on the MCRC Site.

On December 12, 1996, the Department sampled the contents of the disposed pile of foundry waste. The foundry sand sample results showed concentrations of lead to be 7120 milligrams per kilogram (mg/kg), copper at 356,000 mg/kg, beryllium at 19.7 mg/kg and arsenic at 112 mg/kg. These inorganic compounds at the concentrations indicated are above regulatory direct contact standards.

The source of the threat at the MCRC Site is from the high inorganic compound levels in the waste pile. Concentrations found at the site pose an actual and potential threat to the public health through ingestion, and inhalation. A threat to the environment also exists through potential impact to the groundwater and migration of lead by wind and water erosion.

The Department proposes a prompt interim response at this site to protect public health and safety of the environment. This determination is based upon the potential and actual exposure threat to soils, sediments, surface water and groundwater posed by the disposed foundry waste and the actual or potential exposure to hazardous substances by inhalation, and/or ingestion.

The Department considered two alternatives: 1.) no action, which would allow the foundry waste to remain in

place. 2.) The removal of foundry waste pile and arranging for the treatment and/or disposal of these substances at a permitted facility. The Department determined that the no action alternative would not be protective of human health and the environment since the risk of contact with contaminants would remain.

The Department is providing this notice under sections 505(b) and 506(b) of HSCA (35 P. S. §§ 6020.505(b) and 6020.506(b)), and the publication of this notice starts the administrative record period under HSCA. The Administrative Record which contains information about this site and which supports the Department's decision to perform this action at the site is available for public review and comment. The Administrative Record can be examined from 8 a.m. to 4 p.m. at the Department's Southcentral Regional Office located at 909 Elmerton Avenue, Harrisburg, PA 17110, by contacting Barbara Faletti at (717) 705-4864. The Administrative Record can also be reviewed at the Armagh Township Municipal Building, 224 College Avenue, Milroy, PA 17063 between the hours of 9 a.m. and 5 p.m.

The Administrative record will be open for comment from the date of publication of this notice in the *Pennsylvania Bulletin* and will remain open for 90 days. Persons may submit written comments regarding this action to the Department before November 1, 1998, by mailing them to Barbara Faletti at the above address.

The public will have an opportunity to present oral comments regarding the proposed action at a public hearing. The hearing has been scheduled for September 10, 1998, at 7 p.m. at the Armagh Township Municipal Building, 224 College Avenue, Milroy, PA 17063. Persons wishing to present formal oral comment at the hearing should register before 4 p.m., September 4, 1998, by calling Sandra Roderick at (717) 705-4931.

If no person registers to present oral comments, by September 4, 1998, the hearing will not be held. Persons interested in finding out if anyone has registered, and if the hearing will be held, should also contact Sandra Roderick at the same number above. An informational meeting will be held following the hearing.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should call Sandra Roderick at the above number or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how the Department may accommodate their needs.

**LAND RECYCLING AND
ENVIRONMENTAL REMEDIATION**

Under Act 2, 1995

Preamble 1

Acknowledgment of Notices of Intent to Remediate submitted under the Land Recycling and Environmental Remediation Standards Act (35 P. S. §§ 6026.101—6026.908).

Sections 302 and 303 of the Land Recycling and Environmental Remediation Standards Act (act) require the Department of Environmental Protection (Department) to publish in the *Pennsylvania Bulletin* an acknowledgment noting receipt of any Notices of Intent to Remediate. An acknowledgment of the receipt of a Notice of Intent to Remediate identifies a site where a person proposes to, or has been required to, respond to a release

of a regulated substance at a site. Persons intending to use the background or Statewide health standard to remediate a site must file a Notice of Intent to Remediate with the Department. A Notice of Intent to Remediate filed with the Department provides a brief description of the location of the site, a list of known contaminants at the site, the proposed remediation measures for the site, and a description of the intended future use of the site. A person who demonstrates attainment of one or a combination of the cleanup standards identified under the act will be relieved of further liability for the remediation of the site for any contamination identified in reports submitted to and approved by the Department and shall not be subject to citizen suits or other contribution actions brought by responsible persons not participating in the remediation.

For further information concerning the content of a Notice of Intent to Remediate, please contact the Department of Environmental Protection Regional Office under which the notice appears. If information concerning this acknowledgment is required in an alternative form, contact the community relations coordinator at the appropriate regional office listed. TDD users may telephone the Department through the AT&T Relay Service at (800) 654-5984.

The Department has received the following Notices of Intent to Remediate:

Southcentral Regional Office, Environmental Cleanup Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4705.

Former Teledyne Amco, Borough of Mohnton, **Berks County**. Teledyne Industries, Inc., c/o ATI, 1000 Six PPG Place, Pittsburgh, PA 15222, has submitted a notice of intent to remediate site soils, groundwater and surface water contaminated with solvents. The applicant proposes to remediate the site to meet a combination of Statewide health and site-specific standards. A summary of the Notice of Intent to Remediate was reported to have been published in the *Reading Eagle* on July 14, 1998.

LAND RECYCLING AND ENVIRONMENTAL REMEDIATION

Under Act 2, 1995

Preamble 2

Acknowledgment of Notices of Intent to Remediate submitted under the Land Recycling and Environmental Remediation Standards Act (35 P. S. §§ 6026.101—6026.908).

Sections 304 and 305 of the Land Recycling and Environmental Remediation Standards Act (act) require the Department of Environmental Protection (Department) to publish in the *Pennsylvania Bulletin* an acknowledgment noting receipt of any Notices of Intent to Remediate. An acknowledgment of the receipt of a Notice of Intent to Remediate is used to identify a site where a person proposes to, or has been required to, respond to a release of a regulated substance at a site. Persons intending to use a site-specific standard or who intend to remediate a site in a Special Industrial Area must file a Notice of Intent to Remediate with the Department. A Notice of Intent to Remediate filed with the Department provides a brief description of the location of the site, a list of known contaminants at the site, the proposed remediation measures for the site, and a description of the intended future use of the site. A person who demonstrates attainment of one or a combination of the

cleanup standards identified under the act will be relieved of further liability for the remediation of the site for any contamination identified in reports submitted to and approved by the Department and shall not be subject to citizen suits or other contribution actions brought by responsible persons not participating in the remediation.

Under sections 304(n)(1)(ii) and 305(c)(2) of the act, there is a 30-day public and municipal comment period for sites proposed for remediation using a site-specific cleanup standard, in whole or in part, and for sites determined to be located in Special Industrial Areas. This period begins when a summary of the Notice of Intent to Remediate is published in a newspaper of general circulation in the area by the person conducting remediation. For the sites identified below, a municipality may request to be involved in the development of the remediation and reuse plans for the site if the request is made within 30 days of the date specified. During this comment period, a municipality may request that the person identified below, as the remediator of a site, develop and implement a public involvement plan. Requests to be involved, and comments, should be directed to the remediator of a site. For further information concerning the content of a Notice of Intent to Remediate, please contact the Department of Environmental Protection Regional Office under which the notice appears. If information concerning this acknowledgment is required in an alternative form, contact the community relations coordinator at the appropriate regional office listed. TDD users may telephone the Department through the AT&T Relay Service at (800) 654-5984.

The Department of Environmental Protection has received the following Notices of Intent to Remediate:

Southcentral Regional Office, Environmental Cleanup Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4705.

Former Teledyne Amco, Borough of Mohnton, **Berks County**. Teledyne Industries, Inc., c/o ATI, 1000 Six PPG Place, Pittsburgh, PA 15222, has submitted a Notice of Intent to Remediate site soils, groundwater and surface water contaminated with solvents. The applicant proposes to remediate the site to meet a combination of Statewide health and site-specific standards. A summary of the Notice of Intent to Remediate was reported to have been published in the *Reading Eagle* on July 14, 1998.

SOLID AND HAZARDOUS WASTE

RESIDUAL WASTE PROCESSING FACILITIES

Applications submitted under the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003), the Municipal Waste Planning Recycling and Waste Reduction Act (53 P. S. §§ 4000.101—4000.1904) and regulations to operate solid waste processing or disposal area or site.

Regional Office: Regional Solid Waste Manager, Suite 6010, 555 North Lane, Lee Park, Conshohocken, PA 19428.

A. 301321. Atlas Environmental Services & Equipment Co., 6801 State Road, Bldg. A, Philadelphia, PA 19135-1540. This Residual Waste Oil Transfer Facility application was submitted for the existing and proposed waste management operations at Atlas Environmental Services and Equipment Co. Facility located in the **City of Philadelphia**. Application was received in the Southeast Regional Office on July 7, 1998.

OPERATE WASTE PROCESSING OR DISPOSAL AREA OR SITE

Money-Back Guarantee Permit Review Program

The Money-Back Guarantee Permit Review Program, established August 23, 1995, by Governor's Executive Order 1995-5, establishes clear timelines for the processing of certain Department of Environmental Protection (Department) Permits. Should the Department fail to meet a published processing time, the Department will automatically return the permit fee to the applicant.

Southcentral Regional Office, Regional Solid Waste Program Manager, 909 Elmerton Avenue, Harrisburg, PA 17110.

A. 101165. Mifflin County Landfill, Mifflin County Solid Waste Authority, (P. O. Box 190, Lewistown, PA 17044-0390). Under the provisions of the Governor's Executive Order, and Money Back Guarantee Program, the applicant, the Department and the host municipality have negotiated an application review timeline. The end date for a decision on the application for modification to the existing facility is on or before May 10, 1999. The application was received by the South Central Regional Office on April 9, 1998.

PREVIOUSLY UNPERMITTED CLASS OF SPECIAL HANDLING WASTE

INFECTIOUS OR CHEMOTHERAPEUTIC WASTE

Applications received under the Solid Waste Management Act (35 P. S. §§ 6018.101–6018.1003), the Infectious and Chemotherapeutic Waste Law (35 P. S. §§ 6019.1–6019.6) and regulations for license to transport infectious and chemotherapeutic waste.

Bureau of Land Recycling and Waste Management, Division of Hazardous Waste Management, P. O. Box 8471, Harrisburg, PA 17105-8471.

Cowan Systems, Inc., 1910 Halethorpe Farms Road, Baltimore, MD 21227; Norman Mitchell, Vice President; application received June 26, 1998.

Med-Flex, Inc., 105 High Street, Mount Holly, NJ 08060; George Weishoff, President. Application received July 2, 1998.

AIR QUALITY

Plan Approval and Operating Permit Applications Nonmajor Sources and Modifications

The Pennsylvania Department of Environmental Protection (Department) has developed an "integrated" plan approval, State operating permit and Title V operating permit program. This integrated approach is designed to make the permitting process more efficient for the Department, the regulated community and the public. This approach allows the owner or operator of a facility to complete and submit all the permitting documents relevant to its application one time, affords an opportunity for public input and provides for sequential issuance of the necessary permits.

Notice is hereby given that the Department has received applications for plan approvals and/or operating permits from the following facilities. Although the sources covered by these applications may be located at a major facility, the sources being installed or modified do not trigger major new source review or prevention of significant deterioration requirements.

Copies of these applications, subsequently prepared draft permits, review summaries and other support materials are available for review in the Regional Offices identified in this notice. Persons interested in reviewing the application files should contact the appropriate regional office to schedule an appointment.

Persons wishing to file protests or comments on the proposed plan approval and/or operating permits must submit the protest or comment within 30 days from the date of this notice. Interested persons may also request that a hearing be held concerning the proposed plan approval and operating permit. Any comments or protests filed with the Department Regional Offices must include a concise statement of the objections to the issuance of the plan approval or operating permit and relevant facts which serve as the basis for the objections. If the Department schedules a hearing, a notice will be published in the *Pennsylvania Bulletin* at least 30 days prior to the date of the hearing.

Final plan approvals and operating permits will contain terms and conditions to ensure that the source is constructed and operating in compliance with applicable requirements in 25 Pa. Code Chapters 121 through 143, the Federal Clean Air Act and regulations adopted under the act.

OPERATING PERMITS

Applications received and intent to issue Operating Permits under the Air Pollution Control Act (35 P. S. §§ 4001–4015).

Northeast Regional Office, Air Quality Program, Two Public Square, Wilkes-Barre, PA 17811-0790, (717) 826-2531.

40-318-050: Quality Collisions, Inc. (Box 701, Route 309, Dallas, PA 18612) for operation of four paint spray booths in Dallas Borough, **Luzerne County**.

PLAN APPROVALS

Applications received and intent to issue plan approvals under the Air Pollution Control Act (35 P. S. §§ 4001–4015).

Southeast Regional Office, Air Quality Program, 555 North Lane, Conshohocken, PA 19428, (610) 832-6242.

46-313-120A: Novartis Corp. (500 Virginia Drive, Fort Washington, PA 19034) for modification of two Cleaning Station Presses in Upper Dublin Township, **Montgomery County**.

46-313-124: Novartis Corp. (500 Virginia Drive, Fort Washington, PA 19034) for modification of a Product Vacuum Convey System in Upper Dublin Township, **Montgomery County**.

15-0074: R. A. Ferris & Co., Inc. (899 Fern Hill Road, West Chester, PA 19380) for construction of a Crematory Incinerator in West Goshen Township, **Chester County**.

09-0087: Solkatronic Chemicals, Inc. (351 Philadelphia Avenue, Morrisville, PA 19067) for installation of a Surface Coating Operation in Falls Township, **Bucks County**.

09-0019: Miller & Son Paving, Inc. (887 Mill Creek Road, Rushland, PA 18956) for modification of a Batch Asphalt Plant in Wrightstown Township, **Bucks County**.

46-0144: USDA (600 East Mermaid Lane, Wyndmoor, PA 19038) for construction of a Steam Boiler in Springfield Township, **Montgomery County**.

46-0025C: Lonza, Inc. (900 River Road, Conshohocken, PA 19428) for modification of a Waste Incinerator in Upper Merion Township, **Montgomery County**.

46-0025D: Lonza, Inc. (900 River Road, Conshohocken, PA 19428) for installation of 10 Storage Tanks in Upper Merion Township, **Montgomery County**.

46-0031: SmithKline Beecham Research Co. (1250 S. Collegeville Road, Collegeville, PA 19426) for modification of a Chemical Development Facility in Upper Providence Township, **Montgomery County**.

15-0078: Centocor, Inc. (200 Great Valley Parkway, Malvern, PA 19355) for installation of an Emergency Electric Generator in East Whiteland Township, **Chester County**.

23-0040: Laurel Pipe Line Co. L. P. (3398 Garnet Mine Road, Boothwyn, PA 19061) for modification of a Petroleum Pipeline Breakout Tank in Bethel Township, **Delaware County**.

15-0016D: Worthington Steel Co. (45 North Morehall Road, Malvern, PA 19355) for modification of a Cleaning and Zinc Nickel Plating Line in East Whiteland Township, **Chester County**.

46-0011A: Bethlehem Lukens Plate (Conshohocken Road, Conshohocken, PA 19428) for modification of Reheat Furnaces No. 1 and 2 in Plymouth Township, **Montgomery County**.

46-0163: Pottstown Trap Rock Quarries, Inc. (394 Sanatoga Road, Pottstown, PA 19464) for modification of a Crushing Plant in Lower Pottsgrove Township, **Montgomery County**.

46-0162: Hammond Lead Products (10 S. Grosstown Road, Pottstown, PA) for modification of a Lead Oxide Plant in West Pottsgrove Township, **Montgomery County**.

09-0009A: Webcraft Technologies, Inc. (4371 County Line Road, Chalfont, PA 18914) for construction of a Boiler in New Britain Township, **Bucks County**.

09-310-056GP: Haines & Kibblehouse, Inc. (Skunk Hollow Road, P. O. Box 1, Chalfont, PA 18914) for construction of a Portable Crushing Plant in Hilltown Township, **Bucks County**.

46-310-048GP: Pottstown Trap Rock Quarries, Inc. (394 Sanatoga Road, Pottstown, PA 19464) for construction of a Portable Crusher in Lower Pottsgrove Township, **Montgomery County**.

15-0080: Blue & Beyond, Inc. (251 Norwood Road, Downingtown, PA 19335) for construction of a Pet Crematory in Downingtown Borough, **Chester County**.

Northeast Regional Office, Air Quality Program, Two Public Square, Wilkes-Barre, PA 17811-0790, (717) 826-2531.

13-308-093A: Horsehead Resource Development Co., Inc. (900 Delaware Avenue, Palmerton, PA 18071) for modification of the Number One Calcine Kiln Production Collection in Palmerton Borough, **Carbon County**.

40-308-001: Bright Star Industries, Inc. (380 Stewart Road, Hanover Industrial Park, Wilkes-Barre, PA 18706) for construction of a battery manufacturing operation in Hanover Township, **Luzerne County**.

Northcentral Regional Office, Air Quality Program, 208 West Third Street, Suite 101, Williamsport, PA 17701, (717) 327-3637.

12-399-015B: Motor Coils Mfg. Co. (P. O. Box 311, Emporium, PA 15834) for construction of armature vacuum pressure impregnation and surface coating operations in Emporium Borough, **Cameron County**.

Southwest Regional Office, Air Quality Program, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4174.

04-471A: Marathon Ashland Petroleum LLC (539 South Main Street, Findlay, OH 45850) for installation of petroleum storage/distribution at Midland Terminal in Midland Borough, **Beaver County**.

65-713A: Waste Management of PA, Inc. (R. D. 1, Box 717, Landfill Road, Scottsdale, PA 15683) for installation of a leachate evaporation system at Greenridge Reclamation in East Huntingdon Township, **Westmoreland County**.

65-788G: Sony Electronics, Inc. (1001 Technology Drive, Mt. Pleasant, PA 15666) for installation of an aperture grille mfg. line at the Pittsburgh Mfg. Center in Mt. Pleasant Township, **Westmoreland County**.

04-702A: United States Gypsum Co. (125 South Franklin Street, Chicago, IL 60606) for installation of wallboard manufacturing at the Aliquippa Plant in Aliquippa Borough, **Beaver County**.

30-087A: Cyprus Emerald Resources Corp. (145 Elm Drive, P. O. Box 1020, Waynesburg, PA 15370) for the installation of a coal preparation plant at the Emerald Mine Prep Plant in Franklin Township, **Greene County**.

65-602A: Derry Construction Co., Inc. (R. D. 5, Box 34, Latrobe, PA 15650) for the installation of an asphalt batch facility at Torrance Asphalt Facility in Derry Township, **Westmoreland County**.

Northwest Regional Office, Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481, (814) 332-6940.

43-307A: Stefanick Veterinary Hospital (129 South Buhl Farm Drive, Hermitage, PA 16148) for operation of an incinerator (60 lb/hr) to dispose of deceased pets in Hermitage, **Mercer County**.

24-123A: Superior Greentree Landfill, Inc. (635 Toby Road, Kersey, PA 15846) for installation and operation of a landfill gas management system for the proposed landfill expansion in Fox Township, **Elk County**.

MINING

APPLICATIONS TO CONDUCT COAL AND NONCOAL ACTIVITIES

Applications under the Surface Mining Conservation and Reclamation Act (52 P. S. §§ 1396.1—1396.19a); the Noncoal Surface Mining Conservation and Reclamation Act (52 P. S. §§ 3301—3326); The Clean Streams Law (35 P. S. §§ 691.1—691.1001); the Coal Refuse Disposal Control Act (52 P. S. §§ 30.51—30.66); The Bituminous Mine Subsidence and Land Conservation Act (52 P. S. §§ 1406.1—1406.21). Mining activity permits issued in response to such applications will also address the applicable permitting requirements of the following statutes: the Air Pollution Control Act (35 P. S. §§ 4001—4015); the Dam Safety and Encroachments Act (32 P. S. §§ 693.1—693.27); and the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003).

The following permit applications to conduct mining activities have been received by the Department of Environmental Protection (Department). A copy of the application is available for inspection at the District mining

office indicated above each application. Where a 401 water quality certification is needed for any aspect of a particular proposed mining activity, the submittal of the permit application will serve as the request for such certification.

Written comments or objections, or requests for informal conferences on applications, may be submitted by any person or any officer or head of any Federal, State or local government agency or authority to the Department at the same address within 30 days of this publication, or within 30 days after the last publication of the applicant's newspaper advertisement, as provided by 25 Pa. Code §§ 77.121—77.123 and 86.31—86.34 (relating to public notices of filing of permit applications, opportunity for comment, and informal conferences).

Where any of the mining activities listed below will have discharges of wastewater to streams, the Department will incorporate NPDES permits into the mining activity permits issued in response to these applications. The NPDES permits will contain, at a minimum, technology-based effluent limitations (as described in the Department's regulations—25 Pa. Code §§ 77.522, 87.102, 88.92, 88.187, 88.242, 89.52 and 90.102) for iron, manganese, suspended solids, settleable solids, alkalinity, and pH. In addition to the above, more restrictive effluent limitations, restrictions on discharge volume, or restrictions on the extent of mining which may occur will be incorporated into a mining activity permit when necessary for compliance with water quality standards (in accordance with 25 Pa. Code Chapters 93 and 95). Persons or agencies which have requested review of the NPDES permit requirements for a particular mining activity within the above-mentioned public comment period will be provided with a 30-day period to review and submit comments on those requirements.

Written comments or objections should contain the name, address and telephone number of persons submitting comments or objections; application number; and a statement of sufficient detail to inform the Department on the basis of comment or objection and relevant facts upon which it is based. Requests for an informal conference must contain the name, address and telephone number of requestor; application number; a brief summary of the issues to be raised by the requestor at the conference; and a statement whether the requestor desires to have the conference conducted in the locality of the proposed mining activities.

Ebensburg District Office, 437 South Center Street, P. O. Box 625, Ebensburg, PA 15931-0625.

Coal Applications Received:

56920107, Permit Revision. Laura D. Coal, Inc. (P. O. Box 188, Jennerstown, PA 15547), to change the land use of forestland and wildlife habitat to land occasionally cut for hay/pastureland, in Jenner Township, **Somerset County**, affecting 36.6 acres, receiving stream unnamed tributaries to Quemahoning Creek, application received July 10, 1998.

Pottsville District Office, 5 West Laurel Boulevard, Pottsville, PA 17901-2454.

40930202R. Rossi Excavating Company (9 West 15th Street, Hazleton, PA 18201), renewal of an existing coal refuse reprocessing operation in Hazle Township, **Luzerne County** affecting 447.7 acres, receiving stream—none. Application received July 1, 1998.

Greensburg District Office, R. D. 2, Box 603-C, Greensburg, PA 15601.

26980102. Patterson Coal Co. (R. D. 2, Box 335, Smithfield, PA 15478). Application received for commencement, operation and reclamation of a bituminous surface mine located in Menallen Township, **Fayette County**, proposed to affect 21.6 acres. Receiving streams: unnamed tributaries to Jennings Run, Jennings Run, Redstone Creek, Monongahela River. Application received July 7, 1998.

Pottsville District Office, 5 West Laurel Boulevard, Pottsville, PA 17901-2454.

Noncoal Permits Received

06880301C. National Earth Products, Inc. (245 Butler Avenue, Lancaster, PA 17601), renewal of NPDES Permit No. PA0594181 in Richmond Township, **Berks County**, receiving stream—Maiden Creek. Application received July 1, 1998.

Greensburg District Office, R. D. 2, Box 603-C, Greensburg, PA 15601.

3372SM25(A). Commercial Stone Co., Inc. (2200 Springfield Pike, Connellsville, PA 15425-9503). Revision received to change post-mining land use from forestland to wildlife habitat on 39.68 acres of land owned by Commercial Stone Co., Inc. on an existing quarry located in Bullskin Township, **Fayette County**. Receiving streams: unnamed tributaries to Polecat Hollow to Breakneck Run to Whites Run to Mounts Creek to Youghiogheny River. Revision received July 10, 1998.

APPLICATIONS RECEIVED UNDER SECTION 401: FEDERAL WATER POLLUTION CONTROL ACT

ENCROACHMENTS

The following permit applications and requests for Environmental Assessment approval and requests for water quality certification have been received by the Department of Environmental Protection. Section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)), requires the State to certify that the involved projects will not violate the applicable provisions of 33 U.S.C.A. §§ 1311—1313, 1316 and 1317 as well as relevant State requirements. Initial requests for 401 certification will be published concurrently with the permit application. Persons objecting to approval of a request for certification under Section 401 or to the issuance of a Dam Safety or Encroachment Permit, or the approval of Environmental Assessments must submit any comments, suggestions or objections within 30 days of the date of this notice as well as any questions to the office noted above the application.

Persons with a disability who wish to attend the hearing and require an auxiliary aid, service or other accommodation to participate in the proceedings should contact the specified program. TDD users may contact the Department through the Pennsylvania AT&T Relay Service at (800) 654-5984.

Applications received under the Dam Safety and Encroachments Act (32 P. S. §§ 693.1—693.27) and section 302 of the Flood Plain Management Act (32 P. S. § 679.302) and requests for certification under section 401 of the Federal Water Pollution Control Act.

Southeast Regional Office, Program Manager, Water Management Program, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428.

E15-586. Encroachment. **RCT Assoc.**, 1595 Paoli Pike, West Chester, PA 19380. To perform the following activities associated with the proposed retail store and restaurant "aka" The Bentley Property: 1. To relocate approximately 315 linear feet of an unnamed tributary to West Valley Creek (CWF-MF), by installing and maintaining approximately 275 linear feet of stream enclosure which will be used to extend an existing enclosure which conveys the flow under existing Conrail tracks. The proposed structure consists of attaching 70 linear feet of 24-inch RCP at the upstream terminus with manhole/cleanout, 205 linear feet of 48-inch pipe attached to an endwall and stone energy dissipator at the downstream end. 2. The placement and maintenance of two outfall structures adjacent to an unnamed tributary of West Valley Creek (CWF, MF). 3. To place and maintain fill in 0.25 acre of wetland (PFO) for the construction of a restaurant and parking facility. The project is located southeast of the intersection of Lincoln Highway (S. R. 0030) and Pottstown Pike (S. R. 100), (Downingtown, PA Quadrangle N: 5.00 inches; W: 0.25 inch) in West Whiteland Township, **Chester County**.

E15-584. Encroachment. **Metromedia Fiber Network Services, Inc.**, One North Lexington Avenue, 4th Floor, White Plains, NY 10601. To install and maintain a fiber optics utility line consisting of four 1 1/4-inch HDPE interducts within a 5-inch PVC or steel pipe sleeve associated with the Metromedia Fiber Optic Network—Philadelphia Area Loop Project which will extend from East Whiteland Township to Tredyffrin Township, **Chester County**. This utility line will be constructed along existing Conrail railroad right-of-way and will cross unnamed tributaries to the Little Valley Creek (EV) at the following locations: 1. (Malvern USGS Quadrangle N: 8.45 inches. W: 1.20 inches) in East Whiteland Township. 2. (Valley Forge USGS Quadrangle N: 8.95 inches. W: 17.30 inches) in Tredyffrin Township. 3. (Valley Forge USGS Quadrangle N: 9.20 inches. W: 16.50 inches) in Tredyffrin Township. 4. (Valley Forge, USGS Quadrangle N: 9.45 inches. W: 15.70 inches) in Tredyffrin Township. 5. (Valley Forge USGS Quadrangle N: 9.65 inches. W: 14.40 inches) in Tredyffrin Township. 6. (Valley Forge USGS Quadrangle N: 9.90 inches. W: 13.40 inches) in Tredyffrin Township.

E15-585. Encroachment. **Providence Group, LTD**, Rt. 10 and Walnut Rd., P. O. Box 1112, Honeybrook, PA 19344. To perform the following activities associated with the construction of the Providence Group Ltd. Subdivision: 1. To install and maintain a 4-inch stormwater outfall structure in wetlands (PFO) adjacent to an unnamed tributary of Sucker Run (WWF-MF) on proposed lot three; 2. To install and maintain a 4-inch stormwater outfall structure in wetlands adjacent to an unnamed tributary of Sucker Run, and to place and maintain fill in 0.03 acre of wetland (PFO) associated with the construction of a dwelling and yard on proposed lot four; 3. To install and maintain approximately 43 linear feet of 92-inch by 65-inch pipe arch culvert along an unnamed tributary of Suckers Run, including 0.07 acre of wetland (PFO) impact from the roadway approaches, an 8-inch stormwater outfall structure and gas, water and sewer utility line stream crossings, on proposed lot five. The project will impact a total of 63 linear feet of stream channel and 0.10 acre of wetland (PFO). The site is located approximately 300 feet south of the intersection of Mt. Carmel Road (T-364) and Valley Road (S. R. 0372) (Coatesville, USGS Quadrangle N: 16.6 inches; W: 15.5 inches) in Valley Township, **Chester County**.

E46-812. Encroachment. **Lower Gwynedd Township**, P. O. Box 625, Springhouse, PA 19477. To construct and maintain facilities associated with the construction of Penllyn Park. The water obstructions are listed. The project will impact 0.46 acre wetlands, and have greater than 250 feet of impact to watercourses (TSF). The site is located north of the intersection of Township Line Road and Gwynedd Avenue (Lansdale, PA Quadrangle N: 8.65 inches; W: 0.85 inch) in Lower Gwynedd Township, **Montgomery County**. 1. Placement of an unidentified length of boulders and shrubs as bank stabilization along Willow Run. 2. Install and maintain twin 40-foot long, 4-foot high by 9-foot wide, precast concrete box culverts in and along Willow Run beneath the main park entrance roadway. 3. Install and maintain an electric service line encased in a PVC conduit and 6-inches of concrete encasement across Willow Run. 4. Install and maintain an electric service line encased in a PVC conduit and 6-inches of concrete encasement across an unnamed tributary to Willow Run. 5. Extend and maintain an existing 12-inch diameter corrugated pipe stream crossing impacting a de minimis area of wetlands 0.02 acre. 6. Install and maintain an electric service line beneath the above culvert crossing. 7. Extend and maintain an existing 16-inch diameter corrugated pipe culvert in a de minimis area of wetlands 0.02 acre. 8. Install and maintain an electric service line encased in a PVC conduit and 6-inches of concrete encasement across an intermittent watercourse and wetlands. 9. Place and maintain fill in a de minimis area of wetlands 0.02 acre for widening of an existing unpaved roadway. 10. Install and maintain two 40-foot long, 4-foot high by 9-foot wide, precast concrete box culverts in and along Willow Run to serve as an emergency access roadway to the park. 11. Install and maintain a high voltage electric line encased in a PVC conduit and 6-inches of concrete encasement across Willow Run. 12. Replace and maintain an existing 12-inch corrugated pipe culvert impacting a de minimis area 0.05 acre of wetlands to provide access for a roadway and sidewalk within the park. 13. Construct and maintain a 10-foot wide pier supported pedestrian bridge spanning Willow Run. 14. Replace and maintain an existing 12-inch corrugated pipe culvert in and along an intermittent drainage ditch to convey flow beneath a sidewalk within the park. 15. Place and maintain fill in a de minimis area of wetlands 0.01 acre for a sidewalk. 16. Install and maintain a sanitary sewer line across wetlands. 17. Construct and maintain a 600-foot long circular boardwalk, supported by 4 by 4-inch support posts, impacting 0.09 acre of wetlands. 18. Install and maintain a 37-foot long, 24-inch diameter RCP roadway culvert crossing with headwalls of an unnamed tributary to the Wissahickon Creek and 0.15 acre of adjacent wetlands. 19. Place and maintain fill in 0.10 acre of wetlands for a roadway crossing. 20. Install and maintain water and electric service lines.

Northeast Regional Office, Regional Soils and Waterways Section, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-5485.

E40-504. Encroachment. **Merlyn J. Thacher**, Box 111, R. R. 3, Harveys Lake, PA 18618-9401. To remove the existing structure and to construct and maintain a pile-supported dock/boathouse in Harveys Lake (HQ-CWF). The structure will have overall dimensions of 44 feet (lakeward) by 40 feet, and the total areal coverage will be approximately 1,610 square feet. The project is located at Pole No. 263 (Harveys Lake, PA Quadrangle N: 19.0

inches; W: 5.8 inches), in Harveys Lake Borough, **Luzerne County** (Baltimore District, U. S. Army Corps of Engineers).

Southwest Regional Office, Soils and Waterways Section, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.

E65-702. Encroachment. **PA Game Commission**, P. O. Box A, Ligonier, PA 15658. To remove the existing structure and construct and maintain a bridge having a clear span of 14 feet with an underclearance of 3 feet across Shannon Run (HQ-CWF) on a Game Lands access road. The project is located approximately 3.2 miles south of the intersection of S. R. 711 and S. R. 1003 (Rachelwood, PA Quadrangle N: 16.4 inches; W: 8.2 inches) in St. Clair Township, **Westmoreland County**.

E63-458. Encroachment. **Rite Aid of Pennsylvania, Inc.**, 8 Parkway Center, 875 Greentree Drive, Pittsburgh, PA 15220. To construct and maintain an 80 foot extension to the existing culvert in Dry Run (WWF) to provide parking space and access to the Rite Aid Store Development. The project is located on the north side of Main Street, approximately 50 feet east from the intersection of Main Street and S. R. 136 (Monongahela, PA Quadrangle N: 14.8 inches; W: 8.8 inches) in the City of Monongahela, **Washington County**.

E02-1240. Encroachment. **PA Turnpike Commission**, P. O. Box 67676, Harrisburg, PA 17106-7676. To construct and maintain a 72 inch RCP culvert for a distance of 766 feet in a tributary to Peters Creek (TSF), to construct and maintain a 72 inch CMP culvert for a distance of 2,100 feet in a tributary to Peters Creek (TSF), to construct and maintain a dual 20 x 10 foot 6 inch box culvert with a 14 foot baffle and 6 feet weir in the one culvert and the other culvert depressed 6 inches in Lick Run (TSF) for a distance of 50 feet, to temporarily relocate approximately 120 feet of a tributary to Peters Creek, to temporarily relocate approximately 300 feet of Lick Run and to place and maintain fill in 0.36 acre of wetlands (PEM). This work is being done in conjunction with the Mon/Fayette Expressway (S. R. 0043), construction section 52J consisting of four lane limited access, divided toll highway, and to construct 0.82 mile of two lane roadway (Peters Creek Extension Road). This construction section starts at the south end of Gill Hall Road and parallel Gill Hall Road to the north end of Gill Hall Road (project starts at Glassport, PA Quadrangle N: 2.4 inches; W: 14.5 inches and ends at Glassport, PA Quadrangle N: 5.0 inches; W: 10.5 inches) in Jefferson Borough and South Park Township in Allegheny County and Union Township in **Washington County**. The wetland replacement was approved under PA DEP Permit No. E02-1132.

E63-455. Encroachment. **Reservation Development Corporation**, P. O. Box 395, Meadow Lands, PA 15347. To place and maintain fill in approximately 0.6 acre of wetlands (PEM) on the right bank of an unnamed tributary to Chartiers Creek (WWF) for the purpose of constructing a shopping mall parking lot. The project is located on the north side of S. R. 0019 (Washington Road), approximately 3,500 feet southwest from the intersection of S. R. 0019 (Washington Road) and T-629 (Fischer Road) (Washington East, PA Quadrangle N: 13.3 inches; W: 11.85 inches) in South Strabane Township, **Washington County**.

E65-703. Encroachment. **Penn Township**, P. O. Box 452, Harrison City, PA 15636. To construct and maintain a 91.0 foot long concrete arch culvert having a span of 42 feet and an underclearance of 9.8 feet in an unnamed tributary to Bushy Run (TSF) for the purpose of providing

access to a proposed development. This work includes the placement and maintenance of fill in 1.16 acres of palustrine emergent and scrub/shrub wetlands and the relocation and maintenance of 30.0 feet of an unnamed tributary to Bushy Run. To compensate for wetland impacts, 1.4 acres of replacement wetlands will be constructed within the project area. The project is located on the east side of Harrison City, Export Road, about 0.25 mile north of the intersection of Harrison City, Export Road and Watt Road (Irwin, PA Quadrangle N: 21.3 inches; W: 2.4 inches) in Penn Township, **Westmoreland County**.

Northwest Regional Office, Soils and Waterways Section, 230 Chestnut Street, Meadville, PA 16335-3481, (814) 332-6942.

E24-205. Encroachment. **Superior Greentree Land-fill, Inc.**, 635 Toby Road, Kirby, PA 15846. To fill two wetland areas for the expansion of the Superior Greentree Municipal Waste Disposal Facility. Both are palustrine, shrubbed and emergent, and seasonally saturated wetlands. One of these wetlands is 309 sq. ft./0.007 acre in size and the other is 495 sq. ft./0.01 acre in size. The combined acreage of these wetlands is 0.017 acre, thus wetland replacement will not be required through the de minimis amendment. This encroachment (Brandy Camp, PA Quadrangle N: 6.00 inches; W: 4.40 inches) is located in Fox Township, **Elk County**.

E37-121. Encroachment. **GEM Building Contractors and Developers, Inc., Gale E. Measel, Jr.**, 3009 Wilmington Road, New Castle, PA 16105. To authorize fill placed in 0.387 acre of three separate wetlands (PEM/PSS) without a permit for development of an access road, to place fill in 0.18 acre of a wetland (PEM/PSS) to finish access road development, and to place fill in 0.88 acre of three separate wetland areas (PEM/PSS) (lot #1 and lot #3) for industrial/commercial development in Northgate Industrial Park. The Northgate Industrial Park is located on Mitchell Road approximately 2800 feet west of the intersection of Mitchell Road and S. R. 0018. This project will also include the creation of 1.87 acres of replacement wetlands adjacent to existing wetlands in Northgate Industrial Park. Of the 1.87 acres created, 0.79 acre will be created to replace the 0.387 acre impacted without a permit and 1.08 acres will be created for the permitted impacts located in Neshannock Township, **Lawrence County**.

WATER ALLOCATIONS

Applications filed under the act of June 24, 1939 (P. L. 842, No. 365) (32 P. S. §§ 631—641) relating to the acquisition of rights to divert waters of the Commonwealth.

Southcentral Regional Office: Field Operations, Sanitarian Regional Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4708.

WA 67-470D. Water Allocation. **Wrightsville Borough Municipal Authority, York County**. The applicant is requesting the right to increase their withdrawal to a maximum of 1.1 million gallons per day from the Susquehanna River, in Hellam Township for discharge to their water treatment plant and to Miller Lake.

ACTIONS

**FINAL ACTIONS TAKEN UNDER THE
PENNSYLVANIA CLEAN STREAMS
LAW AND THE FEDERAL CLEAN
WATER ACT**

[National Pollution Discharge Elimination System
Program (NPDES)]

**DISCHARGE OF CONTROLLED INDUSTRIAL
WASTE AND SEWERAGE WASTEWATER**
(Part I Permits)

The Department of Environmental Protection has taken the following actions on previously received permit applications and requests for plan approval and has issued the following significant orders.

Any person aggrieved by this action may appeal, under section 4 of the Environmental Hearing Board Act (35 P. S. § 7514), and 2 Pa.C.S. §§ 501—508 and 701—704 (relating to the Administrative Agency Law), to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, P. O. Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania Relay Service, (800) 654-5984. Appeals must be filed with the Environmental Hearing Board within 30 days of receipt of written notice of this action unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create any right of appeal beyond that permitted by applicable statutes and decisional law.

**Actions under The Clean Streams Law (35 P. S.
§§ 691.1—691.1001).**
Permits Issued

Southeast Regional Office: Regional Water Management Program Manager, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428, (610) 832-6130.

NPDES Permit No. PA0026531. Sewage. Amendment No. 2. **Downingtown Area Regional Authority**, P. O. Box 8, Exton, PA 19341-0008 is authorized to discharge from a facility located in East Caln Township, **Chester County** into East Branch of Brandywine Creek.

NPDES Permit No. PA0057452. Sewage. **Kenneth Beers**, P. O. Box 477, Perkasio, PA 18944, is authorized to discharge from a facility located in Hilltown Township, **Bucks County** into a Dry Swale to Pleasant Spring Creek.

Northeast Regional Office: Water Management Program Manager, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-2511.

NPDES Permit No. PA-0060755. Sewerage. **Wyoming County Housing Authority**, P. O. Box 350, Nicholson, PA 18446-0350 is authorized to discharge from a facility located in Meshoppen Township, **Wyoming County**.

Permit No. 4098402. Sewerage. **Melissa Evans**, Melroe's Restaurant, R. R. 1, Box 1790, Berwick, PA

18603. Permit to construct a sewage treatment plant to serve Melroe's Restaurant, located in Salem Township, **Luzerne County**.

Permit No. 4598402. Sewerage. **The Department of the Army**, Tobyhanna Army Depot, Tobyhanna, PA 18466-5086. Permit to incorporate denitrification facilities into existing treatment system, located in Coolbaugh Township, **Monroe County**.

Northcentral Regional Office, Department of Environmental Protection, 208 West Third Street, Suite 101, Grit Building, Williamsport, PA 17701.

NPDES Permit No. PA0209651. Sewerage. **Frank Baker**, Columbia Investment Corporation, 6009 New Berwick Highway, Bloomsburg, PA 17815. Granted applicant permission to discharge treated sewage from facility located at Main Township, **Columbia County**.

WQM Permit No. 0898402. Sewerage. **Athens Township Authority**, 379 Pennsylvania Avenue, Sayre, PA 18840-2825. Permission granted to construct sewage collection and pump station to serve Athens Township, **Bradford County**.

WQM Permit No. 1498407. Sewerage. **Patton Ferguson Joint Authority**, 1576 Spring Valley Rd., State College, PA 16801. Permission granted to construct and maintain gravity sanitary sewer line and force main with one pump station for phase 2 section B of the Graysdale Development. The facility is located at Patton Township, **Centre County**.

WQM Permit No. 4198403. Sewerage. **Lycoming County Water & Sewer Authority**, Fairfield MRSS Extension, Airport Road, P. O. Box 39, Montoursville, PA 17754. Permission granted to construct and maintain sanitary sewer line and force main with one pump station for the old Route 220 and Odell Road sewer extension in Fairfield Township, **Lycoming County**.

WQM Permit No. 4998201. Industrial waste. **William E. LaBarre**, Environmental & Risk Manager, Furman Foods, Inc., R. D. 2, Northumberland, PA 17857-0502. Permission to land apply industrial wastewater from a vegetable canning facility by spray irrigation has been approved. Facility located at Point Township, **Northumberland County**.

Southwest Regional Office, Water Management Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4000.

NPDES Permit No. PA0001228, Amendment No. 1. Industrial waste, **Westinghouse Electric Corporation**, Low Grade Road at Lemon Lane, Cheswick, PA 15024 is authorized to discharge from a facility located at Cheswick Facility, Harmar Township, **Allegheny County**.

NPDES Permit No. PA0217751. Industrial waste, **Borough of Sewickley Water Authority**, P. O. Box 190, Sewickley, PA 15143 is authorized to discharge from a facility located at Sewickley Borough, **Allegheny County** to tributary to the Ohio River.

NPDES Permit No. PA0205176. Sewage, **Consolidated Steel Services, Inc.**, P. O. Box 285, Cresson, PA 16630 is authorized to discharge from a facility located at Consolidated Steel Services, Inc. Sewage Treatment Plant, Route 53N, Reade Township, **Cambria County** to Clearfield Creek.

NPDES Permit No. PA0217832. Sewage, **John Edward Schmidt**, R. R. 2, Box 164A, Route 66 and Pfeffer Road, Export, PA 15632 is authorized to discharge from a

facility located at Schmidt Office Building STP, Washington Township, **Westmoreland County** to Unnamed Tributary of Thorn Run.

NPDES Permit No. PA0217867. Sewage. **DeSimone Personal Care Home, Inc.**, 6383 Tuscarawas Road, Midland, PA 15059 is authorized to discharge from a facility located at DeSimone Personal Care Home STP, Ohioville Borough, **Beaver County** to Drainage Swale Tributary to Unnamed Tributary of Upper Dry Run.

Northwest Regional Office: Regional Water Management Program Manager, 230 Chestnut Street, Meadville, PA 16335, (814) 332-6942.

NPDES Permit No. PA0220795. Sewage. **Technical Precision, Inc., Nicholas J. Carone**, 4 Morneweck Road, Greenville, PA 16125 is authorized to discharge from a facility located in Perry Township, **Mercer County** to an unnamed tributary to the Shenango River.

NPDES Permit No. PA0021504. Sewage. **Western Butler County Authority**, P. O. Box 427, Zelenople, PA 16063 is authorized to discharge from a facility located in Zelenople Borough, **Butler County** to the Connoquessing Creek.

NPDES Permit No. PA0222577. Sewage. **Schmader Lumber Company, Inc.**, P. O. Box 24, Lumber Lane,

Lucinda, PA 16235 is authorized to discharge from a facility located in Knox Township, **Clarion County** to an unnamed tributary to Step Creek.

NPDES Permit No. PA0222526. Sewage. **Mark E. Donick/James E. McGeary**, 1030 East 5th Avenue, Warren, PA 16365 is authorized to discharge from a facility located in Glade Township, **Warren County** to an unnamed tributary to Quaker Run.

WQM Permit No. 1098403. Sewage. **Glade Run United Presbyterian Church**, 1091 Pittsburgh Road, Valencia, PA 16059. This project is for the construction and operation of a small flow sewage system in Middlesex Township, **Butler County**.

WQM Permit No. 1698403. Sewage. **Schmader Lumber Company, Inc.**, P. O. Box 24, Lumber Lane, Lucinda, PA 16235. This project is for the construction and operation of a small flow treatment facility to serve one home and one office in Knox Township, **Clarion County**.

WQM Permit No. 2098408. Sewerage. **David L. Kralj, SRSTP**, R. R. 2, Box 752, Meadville, PA 16335. Construction of David L. Kralj SRSTP located in Hayfield Township, **Crawford County**.

INDIVIDUAL PERMITS

(PAS)

The following NPDES Individual Permits for Discharges of Stormwater from Construction Activities have been issued.

Southeast Regional Office, Regional Water Management Program Manager, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428-2233, (610) 832-6130.

<i>NPDES Permit No.</i>	<i>Applicant Name and Address</i>	<i>County Municipality</i>	<i>Receiving Stream</i>
PAS10-G321	Malvern Preparatory School 418 South Warren Avenue Malvern, PA 19355-2707	Malvern Borough Chester County	Crum Creek

Southcentral Region, 909 Elmerton Avenue, Harrisburg, PA 17110, (717) 705-4707.

PAS-10-Y064. Individual NPDES. **G.C.W. Properties, Inc.**, 96 South George Street, York, PA 17401. To Implement an Erosion and Sedimentation Control Plan for a residential subdivision known as Grandview Heights on 37.9 acres in Penn Township, **York County**. The project is located southwest of intersection of Grandview Road and Back Mill Road (Hanover, PA Quadrangle N: 3.3 inches; W: 15.6 inches). Drainage will be to a tributary to Indian Run.

PAS-10-Y067. Individual NPDES. **Thomas Crabtree**, 20 N. Market Square, Harrisburg, PA 17101 and **Womex, Inc.**, P. O. Box 337, Grantham, PA 17027. To Implement an Erosion and Sedimentation Control Plan for a residential development called Raspberry Ridge on 62.07 acres in Newberry Township, **York County**. The project is located about 3,400 feet south of Erney Village (Dover, PA Quadrangle N: 17.2 inches; W: 12.2 inches). Drainage will be to Conewago Creek.

INDIVIDUAL PERMITS

(PAR)

The following parties have submitted Notices of Intent (NOIs) for Coverage under (1) General NPDES Permit(s) to discharge wastewater into the surface waters of this Commonwealth. The approval for coverage under these general NPDES permits is subject to applicable effluent limitations, monitoring, reporting requirements and other conditions set forth in the general permit; (2) General Permit(s) for Beneficial Use of Sewage Sludge or Residential Septage by Land Application in Pennsylvania. The approval of coverage for land application of sewage sludge or residential septage under these general permits is subject to pollutant limitations, pathogen and vector attraction reduction requirements, operational standards, general requirements, management practices, and other conditions set forth in the respective general permit. The Department of Environmental Protection approves the following coverages under the specified General Permit.

The EPA Region III Regional Administrator has waived the right to review or object to this permit action under the waiver provision: 40 CFR 123.24.

The application and related documents, effluent limitations, permitting requirements, and other information are on file and may be inspected and arrangements made for copying at the contact office noted.

*List of NPDES and/or other
General Permit Type*

PAG-1	General Permit For Discharges From Stripper Oil Well Facilities
PAG-2	General Permit For Discharges of Stormwater From Construction Activities
PAG-3	General Permit For Discharges of Stormwater From Industrial Activities
PAG-4	General Permit For Discharges From Single Residence Sewage Treatment Plant
PAG-5	General Permit For Discharges From Gasoline Contaminated Ground Water Remediation Systems
PAG-6	General Permit For Wet Weather Overflow Discharges From Combined Sewer Systems
PAG-7	General Permit For Beneficial Use of Exceptional Quality Sewage Sludge By Land Application
PAG-8	General Permit For Beneficial Use of Non-Exceptional Quality Sewage Sludge By Land Application to Agricultural Land, Forest, a Public Contact Site or a Land Reclamation Site
PAG-9	General Permit For Beneficial Use of Residential Septage By Land Application to Agricultural Land, Forest or a Land Reclamation Site

General Permit Type—PAG-2

*Facility Location
County and
Municipality*

<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Venango County Cranberry Township	PAR107011	James R. Aeillo Cranberry Development Group, L. P. 123 36th Street Pittsburgh, PA 15201	Unnamed Tributary to East Sandy Creek	Venango Conservation District R. D. 2, Box 108 Franklin, PA 16323 (814) 676-2832
Lehigh County Whitehall Township	PAR10Q105	Charles Fandl 3318 Highland Road Orefield, PA 18069	Coplay Creek	Lehigh CD (610) 391-9583
Northampton County Forks Township	PAR10U094	Catana Associates, L. P. P. O. Box 21777 Lehigh Valley, PA 18001	Delaware River (U.N.T.)	Northampton CD (610) 746-1971
Northampton County Williams Township	PAR10U095	Peter Coletti 4 Grayrock Road Cinton, NJ 08809	Delaware River (U.N.T.)	Northampton CD (610) 746-1971
Schuylkill County W. Brunswick Township	PAR105763	Smith Greenhouses David and Barbra Smith 100 Pine Creek Drive Orwigsburg, PA 17961	Pine Creek to Schuylkill River	Schuylkill CD (717) 622-3742
Tulpehocken Township Berks County	PAR-10-C210	Buttonwood Acres David Alspaugh 26 Kurr Road Richland, PA 17087	Little Swatara Creek	Berks County CD P. O. Box 520 1238 County Welfare Rd. Leesport, PA 19533 (610) 372-4657
Caernarvon Township Berks County	PAR-10-C211	Brittany Estates Phase II Samuel Nemroff President Penn Wynne Homes Inc. 7 Wynnewood Road, Suite 203 Wynnewood, PA 19096	UNT Conestoga River	Berks County CD P. O. Box 520 1238 County Welfare Rd. Leesport, PA 19533 (610) 372-4657
Douglass Township Berks County	PAR-10-C214	Allegheny East Conference Motor Home Park P. O. Box 266 Pine Forge Road Pine Forge, PA 19548	Manatawny Creek	Berks County CD P. O. Box 520 1238 County Welfare Rd. Leesport, PA 19533 (610) 372-4657

<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Dickinson Township Cumberland County	PAR-10-H174	Linwood B. Phillips Claredon Subdivision 93 Encks Mill Road Carlisle, PA 17013	Alexanter Spring Creek	Cumberland County CD 43 Brookwood Ave. Suite 4 Carlisle, PA 17013 (717) 240-7812
Wiconisco Township Dauphin County	PAR-10-I157	John H. Fox 60 South Pin Oak Drive Boiling Springs, PA 17007	Wiconisco Creek	Dauphin County CD 1451 Peters Mountain Road Dauphin, PA 17018 (717) 921-8100
Londonderry Township Dauphin County	PAR-10-I148	York Haven Power Co. c/o GPU/BENCO 1001 Broad Street Johnstown, PA 15906	Susquehanna River	Dauphin County CD 1451 Peters Mountain Road Dauphin, PA 17018 (717) 921-8100
Union Township Berks County	PAR-10-C208	Blackwood Estates Galahad Corporation 4 Galahad Lane Monocacy Station, PA 19542	UNT to Schuylkill River	Berks County CD P. O. Box 520 1238 County Welfare Rd. Leesport, PA 19533 (610) 372-4657
Wyomissing Borough Berks County	PAR-10-C220	Berkshire Place Peter Carlino Company 825 Berkshire Boulevard Suite 203 Wyomissing, PA 19610	Schuylkill River	Berks County CD P. O. Box 520 1238 County Welfare Rd. Leesport, PA 19533 (610) 372-4657
Upper Frankford Township Cumberland County	PAR-10-H175	John D. and Heidi A. Walter Country View Estates P. O. Box 175 Newville, PA 17241	Bloser Creek	Cumberland County CD 43 Brookwood Ave. Suite 4 Carlisle, PA 17013 (717) 240-7812
East Cocalico Township Lancaster County	PAR-10-O-319	East Cocalico Township 100 Hill Road Denver, PA 17547	Little Muddy Creek	Lancaster County CD 1383 Arcadia Road Room 6 Lancaster, PA 17601 (717) 299-5361
East Donegal Township Lancaster County	PAR-10-O-325	John Gerlach 73 West Elizabeth Street Landisville, PA 17538	Chickies Creek	Lancaster County CD 1383 Arcadia Road Room 6 Lancaster, PA 17601 (717) 299-5361

General Permit Type—PAG-4

<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Clinton Township Lycoming County	PAG044999	Carl L. Pfitzenmayer R. R. 1, Box 516 Montgomery, PA 17752	UNT West Branch Susquehanna River	Northcentral 208 W. Third St. Williamsport, PA 17701 (717) 327-3664
Perry Township Lawrence County	PAG048509	Mark A. and Toni-Ann McDevitt R. R. 3, Box 153A Ellwood City, PA 16117-9750	Unnamed Tributary to Slippery Rock Creek	DEP Northwest Region Water Management 230 Chestnut St. Meadville, PA 16335-3481 (814) 332-6942

NOTICES

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<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Greenfield Township Erie County	PAG048515	Joseph W. Martin 8730 Dougan Rd. North East, PA 16428	Unnamed Tributary of Seven Mile Creek	DEP Northwest Region Water Management 230 Chestnut St. Meadville, PA 16335-3481 (814) 332-6942
Delaware Township Mercer County	PAG048523	Richard A. Pearce 124 1/2 District Rd. Greenville, PA 16125	Unnamed Tributary to Lawango Run	DEP Northwest Region Water Management 230 Chestnut St. Meadville, PA 16335-3481 (814) 332-6942
Hayfield Township Crawford County	PAG048520	David L. Kralj R. R. 2, Box 752 Meadville, PA 16335	Unnamed Tributary to Cussewago Creek	DEP Northwest Region Water Management 230 Chestnut St. Meadville, PA 16335-3481 (814) 332-6942
<i>General Permit Type—PAG-5</i>				
<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Union County Lewisburg Borough	PAG054805	Robert D. Badel V. P. 600 St. Mary St., Box 50 Lewisburg, PA 17837	Limestone Run	Northcentral 208 W. Third St. Williamsport, PA 17701 (717) 327-3664
Beaver County Monaca Borough	PAG056124	On Line, Inc. 1424 Banksville Rd., Suite 001 Pittsburgh, PA 15216	Tributary of Ohio River	Southwest Regional Office Water Management Program Manager 400 Waterfront Drive Pittsburgh, PA 15222-4745 (412) 442-4000
<i>General Permit Type—PAG 9</i>				
<i>Facility Location County and Municipality</i>	<i>Permit No.</i>	<i>Applicant Name and Address</i>	<i>Receiving Stream or Body of Water</i>	<i>Contact Office and Telephone No.</i>
Providence Township Lancaster County	PAG-09-3515	Honey Wagon Septic Service Robert C. Findley 51 Clearfield Road New Providence, PA 17560		DEP SCRO 909 Elmerton Avenue Harrisburg, PA 17110-8220 (717) 705-4707

**SEWAGE FACILITIES ACT
PLAN APPROVAL**

The Department of Environmental Protection has taken actions on municipal requests for Act 537 Plan Approval.

Any person aggrieved by this action may appeal, under section 4 of the Environmental Hearing Board Act (35 P. S. § 7514) and 2 Pa.C.S. §§ 501—508 and 701—704 (relating to the Administrative Agency Law), to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, 400 Market Street, P. O. Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania Relay Service, (800) 654-5984. Appeals must be filed with the Environmental Hearing Board within 30 days of receipt of written notice of this action unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rules of practice and procedure are also available in Braille or on audio tape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create any right of appeal beyond that permitted by applicable statutes and decisional law.

Actions under the Pennsylvania Sewage Facilities Act (35 P. S. §§ 750.1—750.20).

Southeast Regional Office, Sewage Planning Specialist Supervisor, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428.

The Plan Approval is granted for a revision to the **Official Sewage Facilities Plan of Perkiomen Township, Montgomery County** to provide for:

1. Rerating of the Oaks Wastewater Treatment Facility from 9.06 mgd to 9.17 mgd to benefit Perkiomen Township by an additional 400 edus.
2. Onlot sewage disposal systems will only be allowed in the low-density residential areas, however, where feasible connections to public sewers will be allowed for current onlot users in the defined growth area.
3. Future projected needs of 1,065 edus.

Plan approval is conditioned on further planning to provide for implementation of #3, along with the other municipalities in the Lower Perkiomen Valley Sewer Authority.

The Plan Approval is granted for a revision to the **Official Sewage Facilities Plan of Buckingham Township, Bucks County** to provide for the expansion of the Central Buckingham Township sewage treatment facilities, from their current capacity of 304,000 gpd to 352,825 gpd.

This will be accomplished by:

1. Expansion of the Buckingham Forest lagoon to provide for the storage of 10.5 MG of treated effluent for 90 days. This is to be accomplished by deactivating a 3.5 acre portion of spray field #5 thereby increasing the treatment capacity of the lagoon from 68,000 gpd to 116,825 gpd.
2. The 3.5 acres will be replaced by adding onto spray zone #8 to retain the 47.5 acres of existing spray fields.
3. Installation of a pump and force main to send 200,000 gpd of treated effluent to a storage pond at the Lookaway Golf Course and amending the NPDES permit to allow for a stream discharge from the storage pond to the Lahaska Creek.

Regional Office: Water Management Program Manager, Southcentral Region, 909 Elmerton Ave., Harrisburg, PA 17110.

Windsor Township, Berks County, 730 Monument Rd., Hamburg, PA 19526. The approved plan provided for construction of a .0785 mgd sequencing batch reactor sewage treatment plant and a small diameter pressure sewage collection system. The facilities will serve the Christmas Lake area of the Township and will be privately owned and operated. The Department's review of the sewage facilities update revision has not identified any significant environmental impacts resulting from this proposal. Any required NPDES Permits or WQM Permits must be obtained in the name of the municipality or authority as appropriate.

SAFE DRINKING WATER

Actions taken under the Pennsylvania Safe Drinking Water Act (35 P. S. §§ 721.1—721.17).

Northeast Regional Office, Sanitarian Regional Manager, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-2511.

Permit No. 3997501. Public water supply. **Mark Terrace Water Company, Inc.**, d/b/a Lynn Water Company, Joseph E. Iudicello, 6500 Chapman's Road, Allentown, PA 18106. This proposal involves abandonment of the existing permitted well source and the permitting of two currently unapproved well supplies. It is located in Lynn Township, **Lehigh County**. *Permit to Operate:* July 8, 1998.

Permit No. 3990502. Public water supply. **Keystone Mobile Home Park**, c/o Michael Boisson, President, P. O. Box 295, 6830 Perkiomen Avenue, Birdsboro, PA 19508. This proposal involves permitting of the system's three existing supply wells, construction of a new wellhouse/treatment building and replacement of the existing water storage and booster pump facilities, along with distribution line looping. It is located in Whitehall Township, **Lehigh County**. *Permit to Operate:* July 8, 1998.

Regional Office: Sanitarian Regional Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4708.

Permit No. 3698501. Public water supply. **Mount Joy Township Authority**, Municipality: Mount Joy Township, **Lancaster County**. *Responsible Official:* Bruce Hamer, Administrator, 157 Merts Drive, Elizabethtown, PA 17022. *Type of Facility:* Application is to permit an existing water system that is currently interconnected to West Donegal Township Authority. No treatment is involved.

Permit No. 0598502. Public water supply. **Bedford Borough Water Authority**, Municipality: Bedford Township, **Bedford County**. *Responsible Official:* Raymond A. Carlson, Chairperson, Bedford Borough Water Authority, 244 West Penn Street, Bedford, PA 15522. *Type of Facility:* Installation of water booster pump station, 5,000 gallon hydropneumatic water storage tank and control building.

Northcentral Field Operations, Environmental Program Manager, 208 West Third Street, Suite 101, Williamsport, PA 17701.

A. 4496453-M.A1. The Department has issued an operation permit application to **Augusta Boys, Inc.** (P. O. Box 132B, Sunbury, PA 17801; Ralpho Township, **Northumberland County**) for installation of vending machines for drinking water at three locations in the Northcentral Region.

A. No. M. A. The Department issued a construction permit application from **State College Borough Water Authority** (1201 West Branch Road, State College, PA 16801-7697; Harris Township, **Centre County**) for installation of piping/valves, and the like, to interconnect to Well No. 25 to the Authority's Water treatment plant to enable filtration of Well No. 25.

A. 1498501. The Department issued a construction permit to **Whispering Pines, DKZ, Inc.** (625 Little Marsh Creek Road, Bellefonte, PA 16823) Boggs Township, **Centre County** for development of Well #3 and to provide 15 gpm submersible pump, disinfection with sodium hypochlorite, sequester manganese with aqua mag, meter flow, provide 4000 gallons treated water storage and connecting piping.

A. 1789505-T1. The Department issued an operating permit application to **Deville Estates Mobile Home Park** (Sandy Township, **Clearfield County**) for transfer of ownership from Leo Karoleski, 264 Treasure Lake, DuBois, PA 15801 to Daniel J. Russell, P. O. Box 96, Curwensville, PA 16833.

A. 4195505. The Department issued an operating permit to **Heatherbrooke Estates Mobile Home Park** (2042 Route 405 Highway, Muncy, PA; Muncy Creek Township, **Lycoming County**) for operation of the recently constructed Well No. 2, chlorine contact tanks, finished water storage and sodium hypochlorite and Aqua Mag facilities.

A. 1498503. The Department issued a construction permit application to **Milesburg Borough** (416 Front Street, Milesburg, PA 16853; Milesburg Borough, **Centre County**) for construction of pump station, force main and .5 mg water storage tank. Water source will be Bellefonte Big Spring by a line constructed by others. (Aqua Penn)

A. 4146292-A9. The Department issued a construction permit application to **Aqua Penn Spring Water Company** (One Aqua Penn Drive, P. O. Box 938, Milesburg, PA 16853-0938; Bellefonte Borough, **Centre County**) for construction of approximately 27,000 linear feet of ductile iron pipe and appurtenances for the purpose of providing potable water for both Milesburg Borough and the AquaPenn Spring Water Company Bottling Plant.

Northwest Regional Office, Regional Manager, 230 Chestnut Street, Meadville, PA, (814) 332-6899.

Permit No. 2597506. Public water supply. **Municipal Authority of the Borough of Waterford**, 224 East 3rd Street, Waterford, PA 16441 has been issued a construction permit for the drilling and installation of water wells Nos. 3 and 4 (standby), pumps, controls and construction of a building to house the wells in Waterford Borough, **Erie County**. *Type of Facility:* Community Water Supply. *Consulting Engineer:* Gerald Allender, Consoer Townsend Envirodyne Engineers, Inc., 155 W. 8th Street, Erie, PA 16501. *Permit to Construct Issued:* July 14, 1998.

LAND RECYCLING AND ENVIRONMENTAL REMEDIATION

Under Act 2, 1995

Preamble 3

The following final reports were submitted under the Land Recycling and Environmental Remediation Standards Act (35 P. S. §§ 6026.101—6026.908).

Provisions of Chapter 3 of the Land Recycling and Environmental Remediation Standards Act (act) require the Department of Environmental Protection (Department) to publish in the *Pennsylvania Bulletin* a notice of submission of any final reports. A final report is submitted to document cleanup of a release of a regulated substance at a site to one of the act's remediation standards. A final report provides a description of the site investigation to characterize the nature and extent of contaminants in environmental media, the basis for selecting the environmental media of concern, documentation supporting the selection of residential or nonresidential exposure factors, a description of the remediation performed, and summaries of sampling methodology and analytical results which demonstrate that the remediation has attained the cleanup standard selected.

For further information concerning the final report, please contact the Environmental Cleanup Program in the Department of Environmental Protection Regional Office under which the notice of receipt of a final report appears. If information concerning a final report is required in an alternative form, contact the Community Relations Coordinator at the appropriate regional office listed. TDD users may telephone the Department through the AT&T Relay Service at 1 (800) 654-5984.

The Department has received the following final reports.

Southcentral Regional Office: Environmental Cleanup Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4705.

Former Olivetti Supplies, Inc., Solvents Coating Area, Susquehanna Township, **Dauphin County**. R. E. Wright Environmental, Inc., 3240 Schoolhouse Road, Middletown, PA 17057 has submitted a Final Report concerning remediation of site soils and groundwater contaminated with solvents. The report is intended to document remediation of the site to meet the Statewide health standard.

Former Murata Electronics, N. A., CREDC Carlisle Property, Borough of Carlisle, **Cumberland County**. Alliance Environmental Services, Inc., 2595 Interstate Drive, Harrisburg, PA 17110 has resubmitted a Final Report concerning remediation of site soils contaminated with solvents. The report is intended to document remediation of the site to meet the background standard.

Southwest Field Office: John J. Matviya, Environmental Cleanup Program Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-5217.

Second Pennsylvania Funding Company, Inc., O'Hara Township, **Allegheny County**. Second Pennsylvania Funding Company, Inc., 533 Fifth Avenue, New York, NY 10036 and Joseph A. Scalamongna, Earth Sciences Consultants, Inc., One Triangle Drive, Export, PA 15632 has submitted a Final Report addressing groundwater contaminated with BTEX and solvents. The report is intended to document remediation of the site to meet the Statewide health standard.

SOLID AND HAZARDOUS WASTE LICENSE TO TRANSPORT HAZARDOUS WASTE

Renewal licenses issued under the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003) and regulations for license to transport hazardous waste.

Bureau of Land Recycling and Waste Management, Division of Hazardous Waste Management, P. O. Box 8471, Harrisburg, PA 17105-8471.

Allstate Power Vac, Inc., 928 East Hazlewood Avenue, Rahway, NJ 07065; License No. **PA-AH 0339**; renewal license issued July 17, 1998.

American Environmental Technologies, Inc., 3 Trowbridge Drive, Bethel, CT 06801; License No. **PA-AH 0421**; renewal license issued July 13, 1998.

Chemclene Corporation, 258 North Phoenixville Pike, Malvern, PA 19355-1126; License No. **PA-AH 0150**; renewal license issued July 17, 1998.

Cousins Waste Control Corporation, 1701 East Matzinger Road, Toledo, OH 43612; License No. **PA-AH 0344**; renewal license issued July 17, 1998.

Motor Transit Co., 14841 Sperry Road, Newbury, OH 44065; License No. **PA-AH 0533**; renewal license issued June 25, 1998.

Snow Environmental Services, Inc., 227 Pennell Road, Aston, PA 19014; License No. **PA-AH 0192**; renewal license issued July 17, 1998.

West Central Environmental Corp., P. O. Box 83, Rensselaer, NY 12144-0083; License No. **PA-AH 0422**; renewal license issued July 13, 1998.

License expired under the Solid Waste Management Act (35 P. S. §§ 6018.1001—6018.1003) and regulations for license to transport hazardous waste.

Bureau of Land Recycling and Waste Management, Division of Hazardous Waste Management, P. O. Box 8471, Harrisburg, PA 17105-8471.

High Voltage Transformer Services Co., Inc., 360 North Palm Street, Brea, CA 92621; License No. **PA-AH 0463**; license expired on June 30, 1998.

Kindrick Trucking Company, Inc., 2818 Roane State Highway, Harriman, TN 37748; License No. **PA-AH 0379**; license expired on June 30, 1998.

Laidlaw Environmental Services of California, Inc., P. O. Box 787, Butonwillow, CA 93206; License No. **PA-AH 0531**; license expired on June 30, 1998.

National Waste Clean, Inc., 304 Pulaski Street, South Plainfield, NJ 07080; License No. **PA-AH 0528**; license expired on June 30, 1998.

Shafer Commercial & Industrial Services, Inc., 4565 North Leavitt Road, N. W., Warren, OH 44485; License No. **PA-AH 0529**; license expired on June 30, 1998.

Hazardous Waste Transporter license voluntarily terminated under the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003), the Infectious and Chemotherapeutic Waste Law (35 P. S. §§ 6019.1—6019.6) and regulations for license to transport hazardous waste.

Bureau of Land Recycling and Waste Management, Division of Hazardous Waste Management, P. O. Box 8471, Harrisburg, PA 17105-8471.

Fuelpure Fuel Purification Services, Inc., 4525 Centennial Boulevard, Colorado Springs, CO 80919-3350; License No. **PA-AH 0541**; license terminated June 30, 1998.

H. J. Ressler Transportation, 4165 Jasmine Place, Mount Joy, PA 17552; License No. **PA-AH 0553**; license terminated June 18, 1998.

OPERATE WASTE PROCESSING OR DISPOSAL AREA OR SITE

Permits issued under the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003), the Municipal Waste Planning, Recycling and Waste Reduction Act (53 P. S. §§ 4000.101—4000.1904) and regulations to operate solid waste processing or disposal area or site.

Regional Office: Regional Solid Waste Manager, Lee Park, 555 North Lane, Suite 6010, Conshohocken, PA 19428.

Permit No. 100549. Waste Management Disposal Services of PA, Inc., 1425 Sell Road, Pottstown, PA 10464 was issued a permit modification to (1) approve several alternate daily cover material already included on the Statewide equivalency list, (2) provide final approval for use of Cabot Corp. metal processing sludge as an alternative daily cover material based on an equivalency review and demonstration, and (3) close out the May 3, 1995 demonstration permit previously issued to the permittee. Cabot Corp. metal processing sludge will be added to the Statewide equivalency list as an approved alternate daily cover material with this action. Permit issued in the Southeast Regional Office on July 13, 1998.

Southcentral Regional Office, Regional Solid Waste Program Manager, One Ararat Boulevard, Harrisburg, PA 17110, (717) 657-4588.

Permit No. 100345. Shenkel Road Expansion, Delaware County Solid Waste Authority, Rose Tree Park—Hunt Club, 1521 North Providence Road, Media, PA 19063. Application for construction and expansion of the landfill site in Earl Township, **Berks County**. Permit issued in the Regional Office July 7, 1998.

Southwest Regional Office, Regional Solid Waste Manager, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4000.

Permit ID No. 100280. USA Valley Facility, Inc. R. D. 2, Box 282A, Irwin, PA 15642. Operation of a solid waste landfill in Penn Township, **Westmoreland County**. A major modification permitting the disposal of construction and demolition and asbestos wastes and changes to final design contours was issued in the Regional Office on July 9, 1998.

Permits revoked under the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003) and regulations to operate solid waste processing or disposal area or site.

Southcentral Regional Office, Regional Solid Waste Manager, 909 Elmerton Avenue, Harrisburg, PA 17110-8200, (717) 705-4706.

Permit No. 603339. Ron Weyer Farm, Conestoga Landfill (Mineview Drive, P. O. Box 128, Morgantown, PA 19543). This permit has been revoked at the appli-

cants request for a site in Perry Township, **Berks County**. Permit revoked in the Regional Office July 15, 1998.

Permit No. 602622. Jen-Air Farm, Conestoga Landfill (Mineview Drive, P. O. Box 128, Morgantown, PA 19543). This permit has been revoked at the applicants request for a site in Jefferson Township, **Berks County**. Permit revoked in the Regional Office July 16, 1998.

PREVIOUSLY UNPERMITTED CLASS OF SPECIAL HANDLING WASTE

INFECTIOUS OR CHEMOTHERAPEUTIC WASTE

License expired under the Solid Waste Management Act (35 P. S. §§ 6018.1001—6018.1003), the Infectious and Chemotherapeutic Waste Laws (35 P. S. §§ 6019.1—6019.6) and regulations for license to transport infectious and chemotherapeutic waste.

Bureau of Waste Management, Division of Hazardous Waste Management, P. O. Box 8471, Harrisburg, PA 17105-8471.

Longview of Mercer County, Inc., P. O. Box 50001, Trenton, NJ 08638; License No. **PA-HC 0147**; license expired June 30, 1998.

AIR QUALITY

OPERATING PERMITS

Operating Permits issued under the Air Pollution Control Act (35 P. S. §§ 4001—4015) and regulations to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.

Southeast Regional Office, Air Quality Program, 555 North Lane, Conshohocken, PA 19428, (610) 832-6242.

23-329-001A: Sun Company, Inc. (R&M) (Delaware Avenue and Green Street, Marcus Hook, PA 19061) issued for operation of 6 Stationary Diesel Engines in Marcus Hook Borough, **Delaware County**.

General Plan Approval and Operating Permit issued under the Air Pollution Control Act (35 P. S. §§ 4001—4015) and regulations to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.

Northeast Regional Office, Air Quality Program, Two Public Square, Wilkes-Barre, PA 17811-0790, (717) 826-2531.

40-302-137GP: Sargent Art Co. (100 East Diamond Avenue, Hazleton, PA 18201) for construction and operation of a Cleaver Brooks Boiler in Hazleton, **Luzerne County**.

40-302-138GP: Sargent Art Co. (100 East Diamond Avenue, Hazleton, PA 18201) for construction and operation of a York Shipley Boiler in Hazleton, **Luzerne County**.

48-323-005GP: M A Hanna Color Co. (177 Mikron Road, Bethlehem, PA 18020) for construction and operation of a natural gas fired burn off oven in Lower Nazareth Township, **Northampton County**.

Administrative Amendment of Operating Permits issued under the Air Pollution Control Act (35 P. S. §§ 4001—4015) and regulations to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.

Southeast Regional Office, Air Quality Program, 555 North Lane, Conshohocken, PA 19428, (610) 832-6242.

15-302-079: Centocor, Inc. (200 Great Valley Parkway, Malvern, PA 19355) issued July 17, 1998, for two Boilers in East Whiteland Township, **Chester County**.

PLAN APPROVALS

Plan Approvals issued under the Air Pollution Control Act (35 P. S. §§ 4001—4015) and regulations to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.

Southeast Regional Office, Air Quality Program, 555 North Lane, Conshohocken, PA 19428, (610) 832-6242.

15-0027B: Johnson Matthey, CSDNA (456 Devon Park Drive, Wayne, PA 19087) issued July 17, 1998, for operation of a Drum Dryer in Tredyffrin Township, **Chester County**.

09-0046A: RJM Mfg., Inc. (250 Canal Road, Fairless Hills, PA 19030) issued July 17, 1998, for operation of Surface Coater Line #3 in Falls Township, **Bucks County**.

Northeast Regional Office, Air Quality Program, Two Public Square, Wilkes-Barre, PA 17811-0790, (717) 826-2531.

40-309-036B: Schott Glass Technologies, Inc. (400 York Avenue, Duryea, PA 18642) issued July 2, 1998, for modification of a PLG Glass Production process in Duryea Borough, **Luzerne County**.

40-309-039: Schott Glass Technologies, Inc. (400 York Avenue, Duryea, PA 18642) issued July 2, 1998, for construction of three melting furnaces in Duryea Borough, **Luzerne County**.

54-320-001A: Gencorp, Inc. (Hickory Drive, P. O. Box 429, Auburn, PA 17922) issued July 9, 1998, for modification of a printing operation in West Brunswick Township, **Schuylkill County**.

Southwest Regional Office, Air Quality Program, 400 Waterfront Drive, Pittsburgh, PA 15222-4745, (412) 442-4174.

56-232A: Shade Landfill, Inc. (2000 Cliff Mine Road, Suite 420, Pittsburgh, PA 15275) issued July 7, 1998, for construction of a landfill gas management system in Shade Township, **Somerset County**.

Northwest Regional Office, Air Quality Program, 230 Chestnut Street, Meadville, PA 16335-3481, (814) 332-6940.

10-313-044A: Witco Corp., Petrolia Plant (100 Witco Lane, Petrolia, PA 16050) issued July 7, 1998, for installation of a passive collection system in Fairview Township, **Butler County**.

Plan Approvals extensions issued under the Air Pollution Control Act (35 P. S. §§ 4001—4015) and regulations to construct, modify, reactivate or operate air contamination sources and associated air cleaning devices.

Southeast Regional Office, Air Quality Program, 555 North Lane, Conshohocken, PA 19428, (610) 832-6242.

46-313-139A: Cabot Performance Materials (County Line Road, Boyertown, PA 19512) issued July 16, 1998, for operation of a Niobium Oxide Calciner in Douglass Township, **Montgomery County**.

46-320-028A: Global Packaging, Inc. (Brower and Montgomery Avenues, Oaks, PA 19456) issued July 17, 1998, for operation of Flexographic Printing Press # 1 in Upper Providence Township, **Montgomery County**.

46-313-140: SmithKline Beecham Pharmaceuticals (709 Swedeland Road, King of Prussia, PA 19406) issued July 17, 1998, for operation of a Hydrochloric Acid Tank in Upper Merion Township, **Montgomery County**.

MINING

APPROVALS TO CONDUCT COAL AND NONCOAL ACTIVITIES

Actions on applications under the Surface Mining Conservation and Reclamation Act (52 P. S. §§ 1396.1—1396.19a); the Noncoal Surface Mining Conservation and Reclamation Act (52 P. S. §§ 3301—3326); The Clean Streams Law (35 P. S. §§ 691.1—691.1001); the Coal Refuse Disposal Control Act (52 P. S. §§ 30.51—30.66); The Bituminous Mine Subsidence and Land Conservation Act (52 P. S. §§ 1406.1—1406.21). The final action on each application also constitutes action on the request for 401 water quality certification. Mining activity permits issued in response to such applications will also address the applicable permitting requirements of the following statutes: the Air Quality Control Act (35 P. S. §§ 4001—4015); the Dam Safety and Encroachments Act (32 P. S. §§ 693.1—693.27); and the Solid Waste Management Act (35 P. S. §§ 6018.101—6018.1003).

Ebensburg District Office, 437 South Center Street, P. O. Box 625, Ebensburg, PA 15931-0625.

Coal Applications Issued:

32880104, Permit Renewal. M. B. Energy, Inc. (250 Airport Road, P. O. Box 1319, Indiana, PA 15701-1319), commencement, operation and restoration of bituminous strip mine, valid for reclamation, only in Brushvalley and Buffington Townships, **Indiana County**, affecting 148.0 acres, receiving stream unnamed tributary to Blacklick Creek and Blacklick Creek, application received May 26, 1998, issued July 14, 1998.

Greensburg District Office, R. D. 2, Box 603-C, Greensburg, PA 15601.

63930101R. Twilight Industries, Inc. Division of U. S. Natural Resources, Inc., 212 State Street, Belle Vernon, PA 15012). Renewal permit issued for continued operation and reclamation of a bituminous surface mine located in Somersets Township, **Washington County**, affecting 126.0 acres. Receiving streams: unnamed tributaries to North Branch of Pigeon Creek. Renewal application received April 27, 1998. Renewal permit issued July 7, 1998.

63910103T. Robinson Coal Company (200 Neville Road, Neville Island, PA 15225). Permit transferred from Pangersis Coal Company for a bituminous surface mine located in Robinson Township, **Washington County**, affecting 113.5 acres. Receiving streams: unnamed tributaries to Robinson Run and Little Raccoon Creek. Application received: December 9, 1997. Transfer issued July 9, 1998.

03930105. B & B Coal Mining, Inc. (R. D. 6, Friendship Plaza, Kittanning, PA 16201). Permit revised to allow mining activities within 100 feet of unnamed tributary "G" at a bituminous surface/auger mine located in Wayne Township, **Armstrong County**, affecting 128.8 acres. Receiving streams: two unnamed tributaries to the South Fork of Pine Creek. Application received May 11, 1998. Revision issued July 10, 1998.

Pottsville District Office, 5 West Laurel Boulevard, Pottsville, PA 17901-2454.

49871601T. Calvin V. Lenig Coal Prep and Sales (R. R. 1, Box 330, Shamokin, PA 17872), transfer of an existing anthracite coal preparation plant operation in Little Mahanoy Township, **Northumberland County** affecting 3.2 acres, receiving stream—none. Transfer issued July 7, 1998.

22851601T. The Harriman Coal Corporation (P. O. Box 127, Valley View, PA 17983), transfer of an existing anthracite preparation plant operation in Wiconisco Township, **Dauphin County**, affecting 13.0 acres, receiving stream—none. Transfer issued July 14, 1998.

Pottsville District Office, 5 West Laurel Boulevard, Pottsville, PA 17901-2454.

Noncoal Permits Issued

09870301C5. Warner Company (P. O. Box 457, Devault, PA 19432), renewal of NPDES Permit No. PA0593796 in Falls Township, **Bucks County**, receiving stream—Van Sciver Lake. Renewal issued July 15, 1998.

Greensburg District Office, R. D. 2, Box 603-C, Greensburg, PA 15601.

Small Noncoal Permits Issued

65972302. Ligonier Construction Co. (P. O. Box 214, Laughlinton, PA 15655). Permit issued for commencement, operation, and reclamation of a small noncoal (shale) surface mine located in Ligonier Township, **Westmoreland County**, affecting 2.85 acres. Receiving streams: Loyalhanna Creek to Conemaugh River. Application received August 28, 1997. Permit issued June 17, 1998.

Pottsville District Office, 5 West Laurel Boulevard, Pottsville, PA 17901-2454.

15980801. David M. Wise (R. R. 2, Box 2621, Mohnton, PA 19540), commencement, operation and restoration of a small quarry operation in Sadsbury Township, **Chester County** affecting 2.0 acres, receiving stream—none. Authorization granted July 7, 1998.

58970843. Keith N. Meagley (961 Prospect Street, Susquehanna, PA 18847-0002), commencement, operation and restoration of a bluestone quarry operation in Harmony Township, **Susquehanna County** affecting 3.0 acres, receiving stream—none. Authorization granted July 7, 1998.

ABANDONED MINE RECLAMATION

Bureau of Abandoned Mine Reclamation, P. O. Box 8476, Harrisburg, PA 17105-8476.

Bond Forfeiture Contract Awarded: BF 389-102.1. East Franklin Township, **Armstrong County**. AMLR Project, Darmac Coal, Inc., East Franklin Township, Armstrong County.

Contractor: J & J Snyder, Inc.

Amount: \$31,762.50

Date of Award: June 5, 1998

Bond Forfeiture Contract Awarded: BF 400-101.1. Shade Township, **Somerset County**. AMLR Project, Earnest C. Dean, Porter Township, Clarion County.

Contractor: Neiswonger Construction

Amount: \$118,656.50

Date of Award: April 13, 1998

ACTIONS TAKEN UNDER SECTION 401: FEDERAL WATER POLLUTION CONTROL ACT

ENCROACHMENTS

The Department of Environmental Protection has taken the following actions on previously received permit applications, requests for Environmental Assessment approval, and requests for Water Quality Certification under Section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)).

Any person aggrieved by this action may appeal, under section 4 of the Environmental Hearing Board Act (35 P. S. § 7514) and 2 Pa.C.S. §§ 501—508 and 701—704 (relating to the Administrative Agency Law) to the Environmental Hearing Board, Second Floor, Rachel Carson State Office Building, P. O. Box 8457, Harrisburg, PA 17105-8457, (717) 787-3483. TDD users may contact the Board through the Pennsylvania Relay Service, (800) 654-5984. Appeals must be filed with the Environmental Hearing Board within 30 days of receipt of written notice of this action unless the appropriate statute provides a different time period. Copies of the appeal form and the Board's rule of practice and procedure may be obtained from the Board. The appeal form and the Board's rules of practice and procedure are also available in Braille or on audiotape from the Secretary to the Board at (717) 787-3483. This paragraph does not, in and of itself, create any right of appeal beyond that permitted by applicable statutes and decisional law.

Actions on applications filed under the Dam Safety and Encroachments Act (32 P. S. §§ 693.1—693.27) and section 302 of the Flood Plain Management Act (32 P. S. § 679.302) and sections 5 and 402 of The Clean Streams Law (35 P. S. §§ 691.5 and 691.402) and notice of final action for certification under section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)). (*Note: Permits issued for Small Projects do not include 401 Certification, unless specifically stated in the description.*)

Permits Issued and Actions on 401 Certifications:

Southeast Regional Office, Program Manager, Water Management Program, Lee Park, Suite 6010, 555 North Lane, Conshohocken, PA 19428.

E51-161. Encroachment Permit. **City of Philadelphia, Department of Streets**, 1401 John F. Kennedy Boulevard, Philadelphia, PA 19102-1676. To reconstruct, maintain and widen the South Street Bridge over the Schuylkill River and Floodplain of the Schuylkill River (W.W.F., M.F.). The project boundary extends from 27th Street on the east to approximately 300 feet west of Convention Avenue for a distance of about 0.5 mile (Philadelphia, PA Quadrangle N: 13.1 inches; W: 8.7 inches) in the City of Philadelphia, **Philadelphia County**.

Northeast Regional Office, Regional Soils and Waterways Section, 2 Public Square, Wilkes-Barre, PA 18711-0790, (717) 826-5485.

E39-346. Encroachment. **Saucon Valley Country Club**, 2050 Saucon Valley Road, Bethlehem, PA 18015-9000. To place and maintain fill, construct and maintain vegetative and rock streambank stabilization and fish enhancement structures and to remove various size gravel bars in and along seven specific areas, totaling approximately 3,000 linear feet of Saucon Creek and the tributaries thereof. The project, known as the Saucon Valley Country Club stream restoration and streambank stabilization project, is located within the Saucon Valley Country Club at a point beginning at the intersection of T835 and Saucon Creek (Allentown East, PA Quadrangle N: 9.4 inches; W: 2.5 inches) extending downstream approximately 1.96 miles in Upper Saucon Township, **Lehigh County**.

E58-228. Encroachment. **Pennsylvania Department of Transportation, Engineering District 4-0**, P. O. Box 111, Scranton, PA 18501. To remove the existing structure and to construct and maintain a road crossing of Nick Creek, consisting of a 17.0-foot x 6.5-foot precast reinforced concrete box culvert, with its invert depressed 1.0 foot below streambed elevation. The project is located on S. R. 3009, Section 551, Segment 0040, Offset 2337, approximately 1.8 miles north of the Susquehanna/Wyoming County line (Auburn Center, PA Quadrangle N: 7.8 inches; W: 0.6 inch), in Auburn Township, **Susquehanna County**.

Northcentral Region, Water Management—Soils and Waterways, F. Alan Sever, Chief, 208 West Third Street, Williamsport, PA 17701.

E12-107. Encroachment. **John and Kathy Dolan**, R. R. 1, Box 173, Emporium, PA 15834. To construct and maintain an intake pipe in Britton Run to feed a new pond located approximately 1,000 feet upstream of Driftwood Branch of Sinnemahoning Creek (Rich Valley, PA Quadrangle N: 6.75 inches; W: 6.00 inches) in Shippen Township, **Cameron County**. This permit was issued under Section 105.13(e) "Small Projects." This permit also includes 401 Water Quality Certification.

E41-423. Encroachment. **DCNR**, Bureau of Forestry, P. O. Box 8451, Harrisburg, PA 17105-8451. To remove the existing structure and to construct and maintain a precast concrete box culvert with a 12 foot span and a 5 foot underclearance in Big Dam Hollow located on Francis Road approximately 3 miles north of Slate Run Road (Lee Fire Tower, PA Quadrangle N: 7.18 inches; W: 7.00 inches) in Brown Township, **Lycoming County**. This permit was issued under section 105.13(e) "small projects." This permit also includes 401 Water Quality Certification.

Southwest Regional Office, Soils and Waterways Section, 400 Waterfront Drive, Pittsburgh, PA 15222-4745.

E02-1211. Encroachment. **Dominic and Maria Gigliotti**, 11279 Perry Highway, Suite 509, Wexford, PA 15090. To place and maintain fill in approximately 1.4 acres of wetlands (PEM/PSS), to construct and maintain 1.7 acres of replacement wetlands (EM/SS) for the purpose of developing a proposed retail facility. The project is located on the west side of S. R. 19 approximately 700 feet north of its intersection with Manor Road. This

permit includes the environmental assessment for three non-jurisdictional dams (Mars, PA Quadrangle N: 8.5 inches; W: 1.1 inches) in Pine Township, **Allegheny County**.

E02-1231. Encroachment. **Atlantic Pipe Line Company**, Ten Penn Center, 26th Floor, 1801 Market Street, Philadelphia, PA 19103-1699. To remove the existing structures and to restore and maintain approximately 120 feet of a tributary to Quigley Creek (WWF). The project is located on the east side of the Verona Road crossing of said stream (Braddock, PA Quadrangle N: 21.1 inches; W: 11.9 inches) in Penn Hills Township, **Allegheny County**. This permit was issued under section 105.13(e) "small projects." This permit also includes 401 Water Quality Certification.

Northwest Regional Office, Soils and Waterways Section, 230 Chestnut Street, Meadville, PA 16335-3481, (814) 332-6942.

E20-457. Encroachment. **Larry G. Kebert**, 12983 East Canal, Conneaut Lake, PA 16316. To operate and maintain a private bridge having a span of 20 feet and an underclearance of 6 feet across Deckard Run for access to a gravel mining operation south of Deckards Road (S. R. 2018) approximately 1.5 miles east of S. R. 0173 (Sugar Lake, PA Quadrangle N: 6.1 inches; W: 19.2 inches) located in Wayne Township, **Crawford County**.

E42-254. Encroachment. **Fleming Companies**, P. O. Box 1086, Buffalo, NY 14240-1086. To construct and maintain two additions onto the eastern side of the existing approximately 155-foot-long by 145-foot-wide Market Basket Supermarket building; one measuring 57 feet, 9 inches long by 34 feet wide and the other measuring 60 feet long by 25 feet wide located within the 100-year floodway of Lillibridge Creek south of Mill Street (Port Allegany, PA Quadrangle N: 10.75 inches; W: 4.25 inches) located in Port Allegany Borough, **McKean County**.

E62-338. Encroachment. **City of Warren**, 318 West Third Street, Warren, PA 16365-2388. To install and maintain an 18-inch-diameter stormwater outfall pipe and concrete headwall along the right bank of the Allegheny River at the end of Elm Street approximately 2,000 feet southwest of Pennsylvania Avenue (S. R. 0006 Business) (Warren, PA Quadrangle N: 16.1 inches; W: 2.5 inches) located in City of Warren, **Warren County**.

DAM SAFETY

Actions on applications filed under the Dam Safety and Encroachments Act (32 P. S. §§ 693.1—693.27) and section 302 of the Flood Plain Management Act (32 P. S. § 679.302) and sections 5 and 402 of The Clean Streams Law (35 P. S. §§ 691.5 and 691.402) and notice of final action for certification under section 401 of the Federal Water Pollution Control Act (33 U.S.C.A. § 1341(a)).

Permits Issued and Actions on 401 Certification

Central Office: Bureau of Waterways Engineering, 400 Market Street, 3rd Floor, P. O. Box 8554, Harrisburg, PA 17105-8554, (717) 787-8568.

D15-372. Dam. **Hankin Properties Partnership** (717 Constitution Drive, P. O. Box G, Exton, PA 19134). To construct, operate and maintain a stormwater detention dam located across Shamona Creek in Uwchlan Township, **Chester County**. The proposed facility is part

of the stormwater management plan and will also be a roadway crossing for the Eagleview Corporate Center.

[Pa.B. Doc. No. 98-1234. Filed for public inspection July 31, 1998, 9:00 a.m.]

Availability of Technical Guidance

Technical guidance documents are on DEP's World Wide Web site (<http://www.dep.state.pa.us>) at the Public Participation Center. The "January 1998 Inventory" heading is the Governor's List of Non-regulatory Documents. The "Search the Inventory of Technical Guidance Documents" heading is a database of the Inventory. The "Final Documents" heading is the link to a menu of the various DEP bureaus and from there to each bureau's final technical guidance documents. The "Draft Technical Guidance" heading is the link to DEP's draft technical guidance documents.

DEP will continue to revise its documents, as necessary, throughout 1998.

Ordering Paper Copies of DEP Technical Guidance

Persons can order a bound paper copy of the latest Inventory or an unbound paper copy of any of the final documents listed on the Inventory by calling DEP at (717) 783-8727.

In addition, bound copies of some of DEP's documents are available as DEP publications. Persons should check with the appropriate bureau for more information about the availability of a particular document as a publication.

Changes to Technical Guidance Documents

Here is the current list of recent changes. Persons who have any questions or comments about a particular document should call the contact person whose name and phone number is listed with each document. Persons who have questions or comments in general should call Jonathan Brightbill at (717) 783-8727.

Draft Technical Guidance—Substantive Revision

DEP ID: 562-2112-503 Title: Coal Surface Mining and Blasting Near Underground Utility Lines and Pipelines Description: This document will be revised to apply both anthracite and bituminous coal and to clearly specify application to only underground utilities. Deadline for Submittal of Comments: August 28, 1998 Contact: Nevin Strook at (717) 783-8845

JAMES M. SEIF,
Secretary

[Pa.B. Doc. No. 98-1235. Filed for public inspection July 31, 1998, 9:00 a.m.]

Identification of Imminent Hazards Associated with Subsidence from Active Mining

The Department of Environmental Protection's Bureau of Mining and Reclamation will hold a discussion session concerning the identification of imminent hazards associ-

ated with subsidence from active mining. The session will take place at 9:30 a.m. on August 5, 1998, at the headquarters of the Pennsylvania Emergency Management Agency, 2605 Interstate Drive in Harrisburg, PA. The discussion will involve invited participants from the mining industry, utility industry and groups and agencies with interests in public safety issues. The session is an initial step in the development of technical guidance on identifying situations where DEP should intervene to prevent mining that would result in an imminent hazard to the safety of people in overlying areas.

Questions concerning the agenda or meeting location can be directed to Harold Miller at (717) 783-8845 or email to Miller.Harold@a1.dep.state.pa.us. The agenda for the discussion session will also be available through the Public Participation Center on DEP's World Wide Web site at <http://www.dep.state.pa.us>.

Persons in need of accommodations as provided for in the Americans With Disabilities Act of 1990 should contact Harold Miller directly at (717) 783-8845 or through the Pennsylvania AT&T Relay Service at (800) 654-5984 (TDD) to discuss how DEP may accommodate their needs.

JAMES M. SEIF,
Secretary

[Pa.B. Doc. No. 98-1236. Filed for public inspection July 31, 1998, 9:00 a.m.]

DEPARTMENT OF HEALTH

Availability of Final Maternal and Child Health Services Block Grant Application for Federal Fiscal Year 1999

The Department of Health is making copies available of the Final Maternal and Child Health Services Block Grant Application for Federal Fiscal Year 1999, under 42 U.S.C.A. § 705(a)(5)(F). This application is the Commonwealth of Pennsylvania's request to the United States Department of Health and Human Services for block grant funding, and contains the Department's Maternal and Child Health Services Annual Report for Federal Fiscal Year 1997.

The block grant application, which describes proposed services, program goals and objectives and activities, can be obtained by contacting the Department of Health, Bureau of Family Health at the following address or telephone numbers: Department of Health, Bureau of Family Health, Room 733, Health and Welfare Building, P. O. Box 90, Harrisburg, PA 17108, or by calling (717) 787-7192; TDD (717) 783-6514. Persons with a disability who require an alternative format of the above-mentioned application (for example, large print, audio tape, Braille) should also contact the Bureau of Family Health at the foregoing address or telephone numbers.

DANIEL F. HOFFMANN,
Secretary

[Pa.B. Doc. No. 98-1237. Filed for public inspection July 31, 1998, 9:00 a.m.]

DEPARTMENT OF PUBLIC WELFARE

Notice of Rule Change—Emergency Medical Condition

The Department of Public Welfare (Department) announces that effective July 1, 1998, the Medical Assistance Program is:

1. revising its definition of "emergency admission";
2. adding new definitions of "emergency medical condition" and "emergency medical care";
3. deleting the definitions of "emergency situation" and "emergency accident care"; and
4. deleting Appendix A of Chapter 1221, relating to Clinic and Emergency Room Services.

This Rule Change will be adopted by final rulemaking to 55 Pa. Code Chapter 1101, Section 1101.21; Chapter 1141, Sections 1141.2, 1141.59; Chapter 1150, Section 1150.2; and Chapter 1221, Sections 1221.2, 1221.59.

The Department, in consultation with the Pennsylvania Chapter of the American College of Emergency Physicians and the Hospital and Healthservices Association of Pennsylvania (HAP), is deleting the current definition of an "emergency situation" and replacing it with the definition of "emergency medical condition". The new definition is consistent with the definition included in the Balanced Budget Act of 1997.

The Department is also replacing the definition of "emergency situation" in Section 1141.2 with a definition of "emergency medical care"; deleting the definition of "emergency accident care" and modifying the definition of "emergency medical care" in Section 1221.2; and revising the definition of "emergency admission" in Section 1150.2. In addition, the Department is revising the section on "Non-emergency use of the emergency room" under "Non-compensable services" in Sections 1141.59 and 1221.59.

Because of the unlimited numbers of medical conditions that could constitute an emergency situation, the list of symptoms and diagnoses in Appendix A to Chapter 1221 has become unintentionally restrictive. As a result, the Department is deleting Appendix A and all references to Appendix A throughout the regulations.

Failure to adopt these rule changes may result in recipients being denied emergency room services that are actual emergency situations.

This Rule Change has been reviewed by the Office of General Counsel and the Office of Attorney General.

This Rule Change is made under the Joint Committee on Documents Resolution 1998-1 (2), 28 Pa.B. 2629 (June 6, 1998), and will be in effect for 365 days pending adoption of final rulemaking by the Department.

A copy of this notice is available for review at local county assistance offices throughout the Commonwealth. Interested persons are invited to submit written comments to this notice within 30 days of this publication. Comments should be sent to the Department of Public Welfare, Office of Medical Assistance Programs, c/o Deputy Secretary's Office, Attention: Suzanne Love, Room 515 Health and Welfare Building, Harrisburg, PA 17120.

Persons with a disability may use the AT&T Relay Service by calling 1 (800) 654-5984 (TDD users) or 1 (800)

654-5988 (Voice users). If you require another alternative, please contact Thomas Vracarich at (717) 783-2209.

FEATHER O. HOUSTOUN,
Secretary

Purpose

The purpose of this notice is to:

- 1. add a new definition of "emergency medical condition" and "emergency medical care";
- 2. revise the Medical Assistance definition of "emergency admission";
- 3. delete the definitions of "emergency situation" and "emergency accident care"; and
- 4. relate Appendix A of 55 Pa. Code, Chapter 1221, relating to Clinic and Emergency Room Services.

Scope

This notice applies to all providers enrolled in the Medical Assistance Program, as well as both voluntary and mandatory managed care organizations under contract with the Department.

Background

On August 5, 1997, President Clinton signed the Balanced Budget Act of 1997 (BBA), which included a revised definition of "emergency medical condition." To be consistent with BBA, the Department, in consultation with the Pennsylvania Chapter of the American College of Emergency Physicians and the Hospital and Healthservices Association of Pennsylvania, is deleting the current § 1101.21 definition of an "emergency situation" and replacing it with the definition of "emergency medical condition." Effective July 1, 1998, § 1101.21, relating to definitions, will include the following definition of "emergency medical condition":

Emergency Medical Condition—A medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in—

- (i) placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy,
- (ii) serious impairment to bodily functions, or
- (iii) serious dysfunction of any bodily organ or part.

The Department is replacing the definition of "emergency situation" in § 1141.2 with a definition of "emergency medical care"; deleting the definition of "emergency accident care" and modifying the definition of "emergency medical care" in § 1221.2; and revising the definition of "emergency admission" in § 1150.2. In addition, the Department is revising the section on "Non-emergency use of the emergency room" under "Noncompensable services" in §§ 1141.59 and 1221.59.

Because of the unlimited numbers of medical conditions that could constitute an emergency situation, the list of symptoms and diagnoses in Appendix A to Chapter 1221 has become unintentionally restrictive. As a result, the Department is deleting Appendix A and all references to Appendix A throughout the regulations.

Policy

Effective July 1, 1998, Chapter 1101—General Provisions, Chapter 1141—Physicians' Services, Chapter

1150—Medical Assistance Program Payment Policies, and Chapter 1221—Clinic and Emergency Room Services are revised as follows:

CHAPTER 1101. GENERAL PROVISIONS.

* * * * *

§ 1101.21. Definitions.

Emergency Medical Condition—A medical condition manifesting itself by acute symptoms of sufficient severity (including severe pain) such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in—

- (i) placing the health of the individual (or, with respect to a pregnant woman, the health of the woman or her unborn child) in serious jeopardy,
- (ii) serious impairment to bodily functions, or
- (iii) serious dysfunction of any bodily organ or part.

[EMERGENCY SITUATION—A condition in which immediate medical care is necessary to prevent the death or serious impairment of health of the individual.]

* * * * *

CHAPTER 1141. PHYSICIANS' SERVICES.

* * * * *

§ 1141.2. Definitions.

* * * * *

Emergency Medical Care—Medical care rendered in response to an emergency medical condition as defined in § 1101.21 of this title.

[EMERGENCY SITUATION—A condition in which immediate medical care is necessary to prevent the death or serious impairment of health of the individual.]

* * * * *

§ 1141.59. Noncompensable services.

Payment will not be made for the following physician's services:

* * * * *

(17) Non-emergency use of the emergency room. Services that do not meet the definition of emergency medical care of this chapter are not reimbursable unless the recipient declares that he/she does not have access to a primary care physician or an outpatient clinic to receive non-emergency care. The hospital emergency room staff and/or the emergency room physician must document in the patient's medical record the declaration of no access to primary care.

* * * * *

CHAPTER 1150. MEDICAL ASSISTANCE PROGRAM PAYMENT POLICIES.

* * * * *

§ 1150.2. Definitions.

* * * * *

Emergency Admission—An admission to a hospital for [a condition in which immediate medical care is

necessary to prevent death, serious impairment or significant deterioration of the health of the patient] the purpose of rendering medical care in response to an emergency medical condition as defined in § 1101.21 of this title.

* * * * *

CHAPTER 1221. CLINIC AND EMERGENCY ROOM SERVICES.

* * * * *

§ 1221.2. Definitions.

* * * * *

[Emergency Accident Care—The initial examination and treatment performed in connection with and within 72 hours following an injury. Examples of emergency accident care include but is not limited to the following: removal of foreign body in the eye, treatment of abrasions, contusions, acute sprains or strains, nose bleeds—caused by trauma, insect bites or stings, choking on food, drink or foreign body, resuscitation of drowning or smoke inhalation victims, or treatment of concussion, or poisoning—chemical or drug.]

Emergency Medical Care—Medical care rendered in response [to the sudden onset of a medical condition requiring medical, nor surgical, intervention to sustain the life of the person or to prevent damage to the person's health and which the recipient secures immediately after the onset, or as soon thereafter as the care can be made available, but in no case later than 72 hours after the onset] an emergency medical condition as defined in § 1101.21 of this title. [In order to determine whether a medical emergency existed and, therefore, whether benefits for outpatient services in connection with the treatment of the condition are payable on an emergency basis, the following criteria shall be applied:

(i) *Severe symptoms have to occur*—The symptoms must be sufficiently severe to cause a person to seek immediate medical aid. Some symptoms or conditions indicating medical emergency care are listed in Appendix A.

(ii) *Severe symptoms must occur suddenly and unexpectedly*—Subacute symptoms of a chronic condition would not qualify as a medical emergency. However, chronic symptoms that suddenly become severe enough to require immediate intervention would qualify.]

* * * * *

§ 1221.59. Noncompensable services and items.

Payment will not be made to clinics or emergency rooms for the following services or items:

* * * * *

(9) Non-emergency use of the emergency room. Services [to patients who do not exhibit symptoms or have a diagnosis that is listed in Appendix A] that do not meet the definition of emergency medical care of this chapter are not reimbursable unless the recipient declares that he/she does not have access to a primary care physician or an outpatient clinic to [treat nonemergency situations] receive nonemergency care. The hospital emergency room staff and/or the

emergency room physician must document in the patient's medical record the declaration of no access to primary care.

* * * * *

[APPENDIX A. MEDICAL EMERGENCY CARE SYMPTOMS

- Allergy Reactions, Acute (Except Allergy Tests)
- Appendicitis, Acute
- Asthma, Acute
- Breathing Difficulties or Shortness of Breath
- Bronchitis, Severe
- Bursitis, Severe Onset
- Chest Pain, Severe
- Choking
- Colitis
- Coma
- Convulsions and/or Seizures
- Cystitis
- Dermatitis or Hives (Resulting From Internal or Unknown Causes)
- Diabetic Coma
- Diarrhea, Severe
- Drug Reaction
- Earache, Severe
- Epistaxis (nosebleed)
- Fainting
- Fecal Impaction, Severe
- Food Poisoning
- Frost Bite
- Gall Bladder, Acute Attack
- Gastritis
- Gastro-intestinal Conditions, Acute
- Glaucoma, Severe
- Headache, Severe
- Heart Attack, Suspected
- Hemorrhage
- Hysteria
- Insulin Shock (Overdose)
- Kidney Stones
- Maternity Complications, Such As Suspected Miscarriage
- Pain, Sudden or Severe Onset
- Pleurisy
- Pneumonitis
- Poisoning (including overdose)
- Pyelitis
- Pyelonephritis (Shock)
- Spasms, Cerebral or Cardiac
- Spontaneous Pneumothorax
- Stomach Pain, Severe
- Strangulated Hernia

Stroke
Sunstroke
Swollen Ring Finger
Tachycardia
Thrombosis and/or Phlebitis
Unconsciousness
Urinary Retention, Acute
Vision Loss, Sudden Onset
Vomiting, Severe]

Fiscal Note: 14-NRC-73. (1) General Fund; (2) Implementing Year 1998-99 is \$529,000; (3) 1st Succeeding Year 1999-00 is \$529,000; 2nd Succeeding Year 2000-01 is \$529,000; 3rd Succeeding Year 2001-02 is \$529,000; 4th Succeeding Year 2002-03 is \$529,000; 5th Succeeding Year 2003-04 is \$529,000; (4) FY 1997-98 \$662,740; FY 1996-97 \$798,836; FY 1995-96 \$792,293; (7) Medical Assistance—Outpatient; (8) recommends adoption. The increased cost for this rule change is included in the Department's 1998-99 budget.

[Pa.B. Doc. No. 98-1238. Filed for public inspection July 31, 1998, 9:00 a.m.]

Notice of Rule Change—Increase in Income Limitations

The Department of Public Welfare (Department) announces that effective January 1, 1998, it is implementing the income limitation changes mandated by Section 4732 of the Balanced Budget Act of 1997, Public Law 105-33, enacted August 5, 1997, which amended the Social Security Act at Section 1902(a)(10)(E) (42 U.S.C.A. § 1396a(a)(10)(E)). These changes are implemented in conjunction with existing policy and expand the income limitations for individuals who can apply for full or partial payment of the Medicare Part B premium. Individuals who will qualify for full payment of the Medicare Part B premium are identified as Qualifying Individuals—1 (QI-1s). Individuals who will qualify for a partial payment are identified as QI-2s. This Rule Change will be adopted by final rulemaking omitting proposed to the 55 Pa. Code Chapter 140, Special MA Eligibility Provisions.

These changes affect those individuals who are elderly and/or disabled and are applying for Medical Assistance (MA) under the Healthy Horizons Categorically Needy eligibility requirements. The Department's existing policy provides for Medicare cost-sharing and/or payment of Medicare Part B premiums. Individuals with family income up to 100% of the current Federal Poverty Income Guideline (FPIG) and resources not exceeding twice the aged, blind or disabled (Supplemental Security Income (SSI)-related) resource standard for the appropriate family size qualify for payment of full Medicare deductibles and coinsurance and payment of Medicare Part B premiums. These individuals are identified as Qualified Medicare Beneficiaries (QMBs). Individuals with family income up to 100% of the current FPIG and resources not exceeding \$2,400 for an individual and \$3,200 for a couple qualify for payment of coinsurance and/or deductibles up to the Medicaid rate and payment of Medicare Part B premiums. These individuals are identified as Specified Low-Income Beneficiaries (SLMBs). Individuals with family income which is more than 100% of the FPIG but does not exceed 120% of the current FPIG and resources not

exceeding twice the SSI-related resource standard for the appropriate family size only qualify for payment of Medicare Part B premiums. These individuals are identified as SLMBs.

Individuals with income up to 120% but not exceeding 135% of the current FPIG can qualify for payment of the Medicare Part B premium. This group will be identified as QI-1s. Individuals whose income is at least 135% of the FPIG but not exceeding 175% of the current FPIG and resources not exceeding twice the SSI-related resource standard for the appropriate family size can qualify for partial payment of the Medicare Part B premium. This group will be identified as QI-2s.

The Department is required to implement the mandatory provisions of the Balanced Budget Act of 1997. If the Department does not implement these requirements, the Department risks Federal financial sanctions.

This Rule Change has been reviewed and approved by the Office of General Counsel and the Office of Attorney General.

This Rule Change is made under the Joint Committee on Documents Resolution 1998-1(2), 28 Pa.B. 2629 (June 6, 1998), and will be in effect for 365 days pending adoption of final rulemaking by the Department.

Public comments to this Rule Change may be made for 30 days from the date of publication in the *Pennsylvania Bulletin* by writing to Edward J. Zogby, Acting Director, Bureau of Policy, Office of Income Maintenance, Room 431, Health and Welfare Building, Harrisburg, PA 17120.

Persons with a disability may use the AT&T Relay Service by calling 1 (800) 654-5984 (TDD users) or 1 (800) 654-5988 (Voice users).

FEATHER O. HOUSTOUN,
Secretary

Purpose

To advise County Assistance Offices (CAOs) of changes in the income limitations for those persons who are elderly and/or disabled and applying for, or receiving, Medical Assistance (MA) as either Qualified Medicare Beneficiaries (QMBs) or Specified Low-Income Medicare Beneficiaries (SLMBs) and whose income does not exceed the increased amounts as specified in the Balanced Budget Act of 1997, Public Law 105-33, enacted August 5, 1997.

Background

The Department's existing policy provides for Medicare cost-sharing and/or payment of Medicare Part B premiums. Individuals with family income up to 100% of the current Federal Poverty Income Guidelines (FPIG) and resources not exceeding twice the aged, blind or disabled (Supplemental Security Income (SSI)-related) resource standard for the appropriate family size qualify for payment of full Medicare deductibles and coinsurance and payment of Medicare Part B premiums. These individuals are identified as Qualified Medicare Beneficiaries (QMBs). Individuals with family income up to 100% of the current FPIG and resources not exceeding \$2,400 for an individual and \$3,200 for a couple qualify for payment of coinsurance and/or deductibles up to the Medicaid rate and payment of Medicare Part B premiums. These individuals are identified as Specified Low-Income Medicare Beneficiaries (SLMBs). Individuals with family income which is more than 100% of the FPIG but does not exceed 120% of the current FPIG and resources not exceeding twice the SSI-related resource standard for the

appropriate family size only qualify for payment of Medicare Part B premiums. These individuals are also identified as SLMBs.

Discussion

The Balanced Budget Act of 1997 mandates that there is an expansion in income limitations to qualify for payment of the Medicare Part B premium. Individuals with income up to 120% but not exceeding 135% of the current FPIG can qualify for payment of the Medicare Part B premium. This group will be identified as a Qualifying Individual—1 Group (QI-1). Additionally, the Balanced Budget Act of 1997 provides for a partial payment of Part B Premiums for those individuals whose income is at least 135% of the FPIG but not exceeding 175% of the current FPIG and resources not exceeding twice the SSI-related resource standard for the appropriate family size. This group will be identified as Qualifying Individuals—2 Group (QI-2).

These changes affect those individuals who are elderly and/or disabled and applying for Medical Assistance under the Healthy Horizons Categorically Needy eligibility requirements.

Fiscal Note: 14-NRC-74. No fiscal impact; (8) recommends adoption.

[Pa.B. Doc. No. 98-1239. Filed for public inspection July 31, 1998, 9:00 a.m.]

DEPARTMENT OF REVENUE

Pennsylvania Bank Roll Instant Lottery Game

Under the State Lottery Law (72 P. S. §§ 3761-101—3761-314), and 61 Pa. Code § 819.203 (relating to notice of instant game rules), the Secretary of Revenue hereby provides public notice of the rules for the following instant lottery game:

1. *Name:* The name of the game is Pennsylvania Bank Roll.

2. *Price:* The price of a Pennsylvania Bank Roll instant lottery game ticket is \$1.00.

3. *Play Symbols:* Each Pennsylvania Bank Roll instant lottery game ticket will contain one play area featuring one "Bank Numbers" area and one "Your Numbers" area. The play symbols and their captions located in the "Bank Numbers" area are: 1 (ONE), 2 (TWO), 3 (THREE), 4 (FOUR), 5 (FIVE), 6 (SIX), 7 (SEVEN), 8 (EIGHT), 9 (NINE), 10 (TEN), 11 (ELVN) and 12 (TWLE). The play symbols and their captions located in the "Your Numbers" area are: 1 (ONE), 2 (TWO), 3 (THREE), 4 (FOUR), 5 (FIVE), 6 (SIX), 7 (SEVEN), 8 (EIGHT), 9 (NINE), 10 (TEN), 11 (ELVN), 12 (TWLE) and a Safe Symbol (SAFE).

4. *Prize Play Symbols:* The prize play symbols and their captions located in the "Your Numbers" area are: \$1.⁰⁰ (ONE DOL), \$2.⁰⁰ (TWO DOL), \$4.⁰⁰ (FOR DOL), \$8.⁰⁰ (EGT DOL), \$10.⁰⁰ (TEN DOL), \$20.⁰⁰ (TWENTY), \$40.⁰⁰ (FORTY), \$80.⁰⁰ (EIGHTY), \$2,500 (TWYFIVHUN) and \$10,000 (TEN THO).

5. *Prizes:* The prizes that can be won in this game are \$1, \$2, \$4, \$8, \$10, \$20, \$40, \$80, \$2,500 and \$10,000. The player can win up to four times on a ticket.

6. *Approximate Number of Tickets Printed For the Game:* Approximately 5,760,000 tickets will be printed for the Pennsylvania Bank Roll instant lottery game.

7. Determination of Prize Winners:

(a) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$10,000 (TEN THO) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$10,000.

(b) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$2,500 (TWYFIVHUN) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$2,500.

(c) Holders of tickets upon which any one of the "Your Numbers" play symbols is a Safe Symbol (SAFE) and a prize play symbol of \$80.⁰⁰ (EIGHTY) appears under the Safe Symbol (SAFE) play symbol, on a single ticket, shall be entitled to a prize of \$80.

(d) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$40.⁰⁰ (FORTY) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$40.

(e) Holders of tickets upon which any one of the "Your Numbers" play symbols is a Safe Symbol (SAFE) and a prize play symbol of \$40.⁰⁰ (FORTY) appears under the Safe Symbol (SAFE) play symbol, on a single ticket, shall be entitled to a prize of \$40.

(f) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$20.⁰⁰ (TWENTY) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$20.

(g) Holders of tickets upon which any one of the "Your Numbers" play symbols is a Safe Symbol (SAFE) and a prize play symbol of \$20.⁰⁰ (TWENTY) appears under the Safe Symbol (SAFE) play symbol, on a single ticket, shall be entitled to a prize of \$20.

(h) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$10.⁰⁰ (TEN DOL) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$10.

(i) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$8.⁰⁰ (EGT DOL) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$8.

(j) Holders of tickets upon which any one of the "Your Numbers" play symbols is a Safe Symbol (SAFE) and a prize play symbol of \$4.⁰⁰ (FOR DOL) appears under the Safe Symbol (SAFE) play symbol, on a single ticket, shall be entitled to a prize of \$4.

(k) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank Numbers" play symbols and a prize play symbol of \$2.⁰⁰

(TWO DOL) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$2.

(l) Holders of tickets upon which any one of the "Your Numbers" play symbols is a Safe Symbol (SAFE) and a prize play symbol of \$2⁰⁰ (TWO DOL) appears under the Safe Symbol (SAFE) play symbol, on a single ticket, shall be entitled to a prize of \$2.

(m) Holders of tickets upon which any one of the "Your Numbers" play symbols matches either of the "Bank

*Match Any Of Your Numbers
To Either Bank Number
With Prize(s) Of:*

	<i>Win</i>	<i>Approximate Odds</i>	<i>Approximate No. of Winners Per 5,760,000 Tickets</i>
\$1	\$1	1:10	576,000
\$1 x 2	\$2	1:33.33	172,800
\$2 (SAFE)	\$2	1:23.08	249,600
\$2	\$2	1:37.50	153,600
\$1 x 4	\$4	1:250	23,040
\$2 x 2	\$4	1:250	23,040
\$4 (SAFE)	\$4	1:100	57,600
\$2 x 4	\$8	1:500	11,520
\$4 x 2	\$8	1:500	11,520
\$8	\$8	1:500	11,520
\$10	\$10	1:750	7,680
\$10 x 2	\$20	1:1,500	3,840
\$20 (SAFE)	\$20	1:300	19,200
\$20	\$20	1:1,500	3,840
\$40 (SAFE)	\$40	1:3,000	1,920
\$10 x 4	\$40	1:8,000	720
\$40	\$40	1:8,000	720
\$80 (SAFE)	\$80	1:9,600	600
\$20 x 4	\$80	1:16,000	360
\$40 x 2	\$80	1:16,000	360
\$2,500	\$2,500	1:240,000	24
\$2,500 x 4	\$10,000	1:720,000	8
\$10,000	\$10,000	1:1,440,000	4

(SAFE) = Auto Win

9. *Retailer Incentive Awards:* The Lottery may conduct a separate Retailer Incentive Game for retailers who sell Pennsylvania Bank Roll instant lottery game tickets. The conduct of the game will be governed by 61 Pa. Code § 819.222 (relating to retailer bonuses and incentives).

10. *Unclaimed Prize Money:* For a period of 1 year from the announced close of Pennsylvania Bank Roll, prize money from winning Pennsylvania Bank Roll instant lottery game tickets will be retained by the Secretary for payment to the persons entitled thereto. If no claim is made within 1 year of the announced close of the Pennsylvania Bank Roll instant lottery game, the right of a ticket holder to claim the prize represented by the ticket, if any, will expire and the prize money will be paid into the State Lottery Fund and used for purposes provided for by statute.

11. *Governing Law:* In purchasing a ticket, the customer agrees to comply with and abide by the State Lottery Law (72 P. S. §§ 3761-101—3761-314), the regulations contained in 61 Pa. Code Part V (relating to State Lotteries) and the provisions contained in this notice.

12. *Termination of the Game:* The Secretary may announce a termination date, after which no further tickets from this game may be sold. The announcement will be

Numbers" play symbols and a prize play symbol of \$1⁰⁰ (ONE DOL) appears under the matching "Your Numbers" play symbol, on a single ticket, shall be entitled to a prize of \$1.

8. *Number and Description of Prizes and Approximate Odds:* The following table sets forth the approximate number of winners, amounts of prizes, and approximate odds of winning:

disseminated through media used to advertise or promote Pennsylvania Bank Roll or through normal communications methods.

ROBERT A. JUDGE, Sr.,
Secretary

[Pa.B. Doc. No. 98-1240. Filed for public inspection July 31, 1998, 9:00 a.m.]

DEPARTMENT OF TRANSPORTATION

Retention of Engineering Firms

Bucks County Project Reference No. 08430AG2229

The Department of Transportation will retain an engineering firm to provide supplementary construction inspection staff of approximately sixteen (16) inspectors, under the Department's Inspector(s)-in-Charge for construction inspection and documentation services on the following projects:

1. S. R. 0611, Section M02, Bucks County This project consists of the roadway restoration for Easton Road from County Line Road to Bristol Road in Warrington Township.

2. S. R. 0611, Section M03, Bucks County This project consists of the roadway restoration for Easton Road from Bristol Road to S. Main Street in Warrington and Doylestown Townships.

The Department will establish an order of ranking of a minimum of three (3) firms for the purpose of negotiating an Engineering Agreement based on the Department's evaluation of the acceptable letters of interest received in response to this solicitation. The ranking will be established directly from the letters of interest. Technical proposals will not be requested prior to the establishment of the ranking.

The following factors, listed in order of importance, will be considered by the Department during the evaluation of the firms submitting letters of interest:

- a. Ability to package and present the Letter of Interest in accordance with the "General Requirements and Information" section.
- b. Review of inspectors' resumes with emphasis on construction inspection capabilities, Department and District experience and supervisory experience.
- c. Specialized experience in bituminous paving, concrete patching, structure rehabilitation including latex overlay, drainage and signalization.
- d. Number of NICET and NECEPT certified inspectors in each payroll classification.
- e. Understanding of Department's requirements, policies and specifications.
- f. Ability to provide two (2) "CDS" operators or persons capable of inputting data into a personal computer (TCIS Classification).
- g. Past performance.

The qualifications and experience required of the firm's inspectors will be established by the Department, and the qualifications of the firm's proposed employees will be reviewed and approved by the Department.

A minimum of four (4) individuals submitted as part of your inspection staff (2 per project) must have a NECEPT Bituminous Field Technician Certification.

It is anticipated that the supplementary construction inspection staff for this assignment will consist of the following number of inspectors who meet the requirements for the following inspection classifications:

<i>Classification</i>	<i>No. of Inspectors</i>
Transportation Construction Ins. Super. (TCIS) (NICET Highway Construction Level 3 or equivalent)	4 (2)
Transportation Construction Inspector (TCI) (NICET Highway Construction Level 2 or equivalent)	8 (6)
Technical Assistant (TA) (NICET Highway Construction Level 1 or equivalent)	4 (0)

The number(s) in parenthesis above indicate the number of inspectors in each Classification that must meet at least one of the following requirements:

1. Be certified by the National Institute for Certification in Engineering Technologies (NICET) in the field of Transportation Engineering Technology, subfield of Highway Construction, or subfield of Highway Materials, at the Level required for the Inspection Classification.

2. Be registered as a Professional Engineer by the Commonwealth of Pennsylvania with the required highway experience specified for the Inspection Classification.

3. Be certified as an Engineer-in-Training by the Commonwealth of Pennsylvania with the required highway experience specified for the Inspection Classification.

4. Hold a Bachelor of Science Degree in Civil Engineering or a Bachelor of Science Degree in Civil Engineering Technology with the required highway experience specified for the Inspection Classification.

5. Hold an Associate Degree in Civil Engineering Technology with the required highway experience specified for the Inspection Classification.

The maximum reimbursement per hour of inspection for each Department Payroll Classification for calendar year of 1998:

<i>Payroll Classification</i>	<i>Maximum Straight Time Reimbursement Per Hour Of Inspection</i>
(TCIS)	\$39.36
(TCI)	\$34.43
(TA)	\$23.67

The maximum reimbursement per hour of inspection includes all costs for providing construction inspection services at the project site during the normal work week.

Maximum reimbursement per hour of inspection for subsequent calendar years, if applicable, will be established at the scope of work meeting.

The firm selected may be required to attend a pre-construction conference with the Department and the construction contractor for this project. Under the supervision and direction of the Department, the selected firm will be required to keep records and document the construction work; prepare current and final estimates for payment to the construction contractor; assist the Department in obtaining compliance with the labor standards, safety and accident prevention, and equal opportunity provisions of the contract item; and perform other duties as may be required.

The firm selected will be required to supply the following equipment at no direct cost to the Department:

- a. 35MM camera (one per project)
- b. Two (2) two-way radios/repeater equipment and base unit (maximum number per project)
- c. Safety vests - high visibility for inspectors
- d. Two (2) cellular phones (one per project)

The goal for Disadvantaged Business Enterprise (DBE) participation in this Agreement shall be fifteen percent (15%) of the total contract price. Additional information concerning DBE participation in this Agreement is contained in the General Requirements and Information Section after the advertised project(s).

Letters of Interest for this project must include a letter, signed by the individuals you propose for all TCIS positions, giving their approval to use their name in your Letter of Interest for this specific project.

The maximum number of resumes to be included in the letter of interest shall be as follows:

<i>Classification</i>	<i>No. of Resumes</i>
TCIS	5
TCI	9

No resumes are required for the TA Classification.

The second copy of the letter of interest and required forms, (see general requirements and information section shall be sent to: Mr. Andrew Warren, District Administrator, District 6-0, 200 Radnor-Chester Road, St. Davids, PA 19087.

Any technical questions concerning the requirements for this project should be directed to: Mr. George Dunheimer, District 6-0, at (610) 964-6554.

Any questions concerning the submittal of the letter of interest can be directed to the Consultant Agreement Division at (717) 783-9309.

Bucks, Chester, Delaware, and Montgomery Counties

Project Reference No. 08430AG2230

The Department of Transportation will retain an engineering firm for the design of traffic signals for issuance of permits to municipalities within the four county area of Bucks, Chester, Delaware, and Montgomery Counties. This design assistance will be to aid District 6-0 Traffic Unit.

The selected firm will be required to design traffic signals in accordance with Publication 149 - Traffic Signal Design Handbook (Rev. 1988); Publication 13 - Design Manual Part II, and Highway Capacity Manual 1985. The selected firm will also be required to meet with municipal officials and to perform other duties as required.

The selected firm will be expected to provide at least the following personnel requirements:

- One (1) Manager with a Professional Engineers License.
- One (1) Registered Professional Engineer by the Commonwealth of Pennsylvania or an equivalent combination of a Bachelors degree in Transportation Engineering and five (5) years of highway design experience acceptable to the Department.
- One (1) Civil Engineer with an Engineer In Training Certificate and a minimum of three (3) years of highway design experience acceptable to the Department.
- Five (5) Traffic Control Technicians (Designers) with a minimum of three (3) years of highway design experience acceptable to the Department.
- One (1) qualified Draftsman with a minimum of three (3) years of highway design experience acceptable to the Department.
- One (1) Clerk Typist to type letters and reports.

The following factors, listed in order of importance, will be considered by the Department during the evaluation of the firms submitting letters of interest:

a. Ability to package and present the letter of interest in accordance with the "General Requirements and Information" section.

b. Specialized experience and technical competence of the firm including the firm's experience with similar type projects and their ability to provide innovative solutions to complex technical problems.

c. Experience of employees to be associated with this project. Particularly important are the key people assigned to the project including their experience and past record of performance with similar projects.

d. The location of the consultant's office.

e. Overall current workload of the firm.

f. Past performance record.

The District will announce the firms that have been shortlisted at an open public meeting scheduled for September 11, 1998 at 10:00 A.M. in Engineering District 6-0's Large Conference Room.

The District's copy of the Letter of Interest and required forms (see general requirements and information section) shall be sent to: Mr. Andrew Warren, District Administrator, District 6-0, 200 Radnor-Chester Road, St. Davids, PA 19087.

Any technical questions concerning the requirements for this project should be directed to: Mr. Richard Prentice, District 6-0 at (610) 768-3073 or Mr. Douglas May, P.E., District 6-0 at (610) 768-3053.

Any questions concerning the submittal of the letter of interest can be directed to the Consultant Agreement Division at (717) 783-9309.

General Requirements and Information

Firms interested in providing the above work and services are invited to submit two copies of a Letter of Interest are required information for each Project Reference Number for which the applicant wishes to be considered.

The first copy of the Letter of Interest and required information must be submitted to: Mr. Charles W. Alwein, P.E., Chief, Consultant Selection Committee, 7th Floor, Forum Place, 555 Walnut Street, P. O. Box 3060, Harrisburg, Pennsylvania 17105-3060. Note: The Zip Code for express Mailing is 17101-1900.

The Letter of Interest and required information must be received within twenty (20) calendar days of this Notice. The Deadline for receipt of a Letter of Interest at the above address is 4:30 P.M. prevailing time of the twentieth day.

The second copy of the letter of interest and required information must be submitted to the appropriate District Engineer/Administrator or the Bureau Director as indicated in the individual advertisement. This copy must be postmarked or delivered on or before the deadline indicated above.

If an individual, firm, or corporation not authorized to engage in the practice of engineering desires to submit a Letter of Interest, said individual, firm, or corporation may do so as part of a Joint Venture with an individual, firm, or corporate which is permitted under the state law to engage in the practice of engineering.

If a Joint Venture responds to a project advertisement, the Department of Transportation will not accept separate Letters of Interest from the Joint Venture constituents. A firm will not be permitted to submit on more than one (1) Joint Venture for the same Project Reference Number. Also a firm that responds to a project as a prime may not be included as a designated subcontractor to another firm that responds as a prime to the project. Multiple responses under any of the foregoing situations will cause the rejection of all responses of the firm or firms involved. The above does not preclude a firm from

being set forth as a designated subcontractor to more than one (1) prime responding to the project advertisement.

If a goal for Disadvantaged Business Enterprise (DBE) participation is established for an advertised project, firms expressing interest in the project must agree to ensure that Disadvantaged Business Enterprise (DBE) firms as defined in the Intermodal Surface Transportation Efficiency Act of 1991 and currently certified by the Department of Transportation shall have the maximum opportunity to participate in any subcontracting or furnishing supplies or services approved under Form 442, Section 1.10(a). The Act requires that firms owned and controlled by women (WBEs) be included, as a presumptive group, within the definition of Disadvantaged Business Enterprise (DBE). The goal for DBE participation shall be as stated in the individual project advertisement. Responding firms shall make good faith efforts to meet the DBE goal using DBEs (as they were defined prior to the act, WBEs or combinations thereof).

Proposing DBE firms must be certified at the time of submission of the Letter of Interest. If the selected firm fails to meet the established DBE participation goal, it shall be required to demonstrate its good faith efforts to attain the goal.

Responses are encouraged by small firms, Disadvantaged Business Enterprise (DBE) firms, and other firms who have not previously performed work for the Department of Transportation.

Each Letter of Interest must include the following information and the information must be packaged and presented in the following order:

1. Transmittal Letter (Maximum of two (2) 8 1/2" x 11" typed pages, one side)

The subject heading of the transmittal letter must include the project reference number for which the applicant wishes to be considered, the firm's legal name, fictitious name (if applicable), and the firm's federal identification number. If the project advertisement indicated the Department will retain an engineering firm for the project, the applicant must indicate in the body of their transmittal letter the names and Professional Engineer License Number of individuals who are directing heads or employees of the firm who have responsible charge of the firm's engineering activities, and whose names and seals shall be stamped on all plans, specifications, plats, and reports issued by the firm.

2. Project Organizational Chart (one page, one side, maximum size 11" x 17")

This Chart must show key staff from the prime and each subconsultant and their area of responsibility.

3. Standard Form 255, "Architect-Engineer and Related Services Questionnaire for Specific Project" (one Form 255 for the project team)

The Standard Form 255 must be signed, dated, and filled out in its entirety, including Item No. 6 listing the proposed subconsultants and the type of work or service they will perform on the project.

Under Item 4 of this form, Column A must specify only the number of subconsultant personnel and Column B must specify only the number of prime consultant personnel to be assigned to work on this project reference number. Do *not* include the total personnel for either the subconsultant or prime consultant under Item 4 unless the total personnel are necessary to provide the required work and services.

The prime and each subconsultant may include no more than one page each for Items 10 and 11.

If a Disadvantaged Business Enterprise (DBE) goal is specified for the project, the DBE must be currently certified by the Department of Transportation, and the name of the DBE and the work to be performed must be indicated in Item No. 6. If a Woman Business Enterprise (WBE) firm is substituted for the DBE, the WBE firm must also be presently certified by the Department of Transportation and indicated in Item 6.

4. Standard Form 254, "Architect-Engineer for Related Services Questionnaire"

A Standard Form 254, not more than one (1) year old as of the date of this advertisement, must accompany each Letter of Interest for the firm, each party to a Joint Venture, and for each subconsultant the firm or Joint Venture is proposing to use for the performance of professional services regardless of whether the subconsultant is an individual, a college professor, or a Company, unless an acceptable Standard Form 254 for the prime and *each* subconsultant/subcontractor is on file in both the Bureau of Design and the Engineering District Office or Central Office Bureau identified in the individual project advertisement.

If the Standard Form 254 is not submitted with the Letter of Interest, the transmittal letter shall indicate the dates that the Standard Forms 254 were submitted to the Bureau of Design and appropriate Engineering District/Central Office Bureau.

These Forms must be assembled with the prime's form first, followed by the form for each subconsultant in the same order as the subconsultants appear in Item 6 of Form 255.

5. Workload Projection Graph (Not required for Construction Inspection Services)

Separate Workload Projection Graphs for the prime and each subconsultant shown in Item 6 of the Form 255 must be included and must indicate the firm's current and anticipated workload compared to the anticipated capacity available for the next two-year time frame. The Workload Projection Graphs must be submitted for the office(s) where the work would be performed and must only include the personnel classifications required for providing the advertised services and work.

6. Authorization Letters (For Construction Inspections Services, if required)

If the advertisement requires a letter signed by individuals giving their approval to use their name in the Letter of Interest, the letters from proposed prime employees must be first, followed by subconsultant employees, in the same order as shown in Item 6 of Form 255.

7. Registration To Do Business

Firms with out-of-state headquarters or corporations not incorporated in Pennsylvania must include, with each Letter of Interest, a copy of their registration to do business in the Commonwealth as provided by the Department of State. Firms who are not registered to do business in Pennsylvania at the time of this advertisement must document that they have applied for registration to the Department of State, Corporation Bureau. The telephone number for the Corporation Bureau is (717) 787-1057 or (717) 787-2004.

8. Overhead Rates (one page)

A single page summary must indicate the latest audited overhead rate developed in accordance with Federal Ac-

quisition Regulations (FAR) for the prime consultant and each subconsultant. If a FAR rate is not available, the latest rate available from a Certified Public Accountant must be indicated. New firms should indicate how long the firm has been in existence and when an audited overhead rate would be available.

9. Additional Information

Additional information, not to exceed ten (10) one sided 8 1/2" x 11" pages or five (5) double sided 8 1/2" x 11" pages may be included at the discretion of the submitting firm.

The assignment of the agreement/contract for the above advertisement(s) will be made to one of the firms who submitted an acceptable Letter of Interest in response to the project advertisement. The assignment will be made based on the Department's evaluation of the firm's qualification and capabilities. The Department reserves the right to reject all letters submitted, to cancel the solicitations requested under this Notice, and/or to readvertise solicitation for the work and services.

BRADLEY L. MALLORY,
Secretary

[Pa.B. Doc. No. 98-1241. Filed for public inspection July 31, 1998, 9:00 a.m.]

ENVIRONMENTAL QUALITY BOARD

Hazardous Waste Facilities Plan Adoption

At its July 21, 1998, meeting, the Environmental Quality Board adopted an update to the Hazardous Waste Facilities Plan. The update is necessary to satisfy the requirements of the Solid Waste Management Act (act) to provide for the future planning and regulation of hazardous waste. Plan updates must be developed as necessary, but not less than every 5 years. This Plan is the second

update and replaces the last version dated 1992.

The Plan is required to address siting of hazardous waste treatment and disposal facilities, current hazardous waste practices, future hazardous waste facility needs, and source reduction. It also plays a role in the establishment of new hazardous waste management facilities if a Certificate of Public Necessity (CPN) is required. The EQB is empowered by the act to issue a CPN, which overrides zoning and other local restrictions.

The draft of the Plan was approved by the EQB for public comment on September 16, 1997. Notice of its availability was published November 1, 1997, with provisions for a 60-day public comment period, one public meeting and one public hearing. There were five commentators to the draft Plan. The Department of Environmental Protection (DEP) provided a response to each of the comments raised during the public comment period. A copy of DEP's comment and response document is available from the contact person listed at the end of this notice.

The final Plan encourages proper captive management of hazardous waste after all economically feasible source reduction and reclamation technologies are given proper consideration. It concludes that generators in Pennsylvania have adequate commercial treatment and disposal capacity available and that any recovery facility that meets the regulatory test for legitimate use, reclamation or recovery is necessary.

Copies of the Plan

Copies of the final Plan may be obtained from Thomas Hyatt, Division of Waste Minimization and Planning, Bureau of Land Recycling and Waste Management, P. O. Box 8472, Harrisburg, PA 17105-8472, at (717) 787-7382 (or email Hyatt.Thomas@dep.state.pa.us).

JAMES M. SEIF,
Chairperson

[Pa.B. Doc. No. 98-1242. Filed for public inspection July 31, 1998, 9:00 a.m.]

GOVERNOR'S OFFICE

Catalog of Nonregulatory Documents

Under Governor Ridge's Executive Order 1996-1, agencies under the jurisdiction of the Governor must catalog and publish all nonregulatory documents such as policy statements, guidance manuals, decisions, rules and other written materials that provide compliance related information. The following compilation is the third list of the Administration's nonregulatory documents. This list is updated and published annually on the first Saturday in August.

This catalog is being provided to insure that the public has complete access to the information necessary to understand and comply with state regulations. Facilitating access to information is a critical component of the Ridge Administration's initiative to enhance the partnership between the regulated community and the state.

Governor

ADMINISTRATION

Editor's Note: The Index of Issuances, Manual M210.3, issued by the Governor's Office of Administration, Directives Management System, includes Executive Orders, Management Directives and Manuals. New or revised documents to the Index are published monthly in the PA Bulletin and the entire index is revised yearly in the PA Code.

AGING

INTERNAL GUIDELINES:
DECISIONS:
Office of Chief Counsel

Contact: Jacqueline Welby, Assistant Counsel (717) 783-2529

- Reynolds vs. Department of Aging, (570A.2d 1373 (Pa. Commw. 1990)).
- Pennsylvania Department of Aging v Lindbergh, 469 A.2d 1012 (Pa.1983).
- Suburban/Bustleton v Department of Aging, 579 A.2d 426 (Pa. Commw. 1990).
- McGuire v Department of Aging, 592 A.2d 830 (Pa. Commw. 1991).
- Dickey v Department of Aging, 615 A.2d 990 (Pa. Commw. 1992).
- In the Interest of M.B., 686 A.2d 87 (Pa. Commw. 1996).
- Calabro v Department of Aging, 689 A.2d 34 (Pa Commw. 1997).
- Calabro v Department of Aging, 698 A.2d 596 (Pa. 1997).

INTERNAL GUIDELINES

- Pharmaceutical Program (PACE)

Contact: Gretchen Beard, Chief of Compliance Division (717)-787-7313

PACE Provider Bulletins: 1998

- 2/13/98: PACENET Deductible: Reminder to Providers that the PACENET \$500 deductible is accumulated based on each individual's enrollment year, not the calendar year.
- 2/13/98: PACE Required Documentation for "Brand Medically Necessary" (DAW Code 1) Prescriptions: Reminder to Providers who are being reimbursed for a Brand Name product having an A-rated generic because the Program has granted a cardholder medical exception or because the Program has elected not to require substitution must, by PACE regulation, have at the time of dispensing, a prescription on which the Prescriber has handwritten "Brand Medically Necessary" or "Brand Necessary."
- 2/13/98: Clozapine (Clozaril): Notified Providers that Clozaril is subject to the PACE Program's mandatory substitution requirement. Generic clozapine is available from Zenith Goldline Pharmaceuticals.
- 2/13/98: Use of NDC Codes and Calculation of Reimbursement: Reminder to PACE Providers that all claims submitted to the Program for reimbursement must accurately report the labeler code and product code of the drug dispensed. Reimbursement paid by the PACE Program will be based upon the package size as reported by the Provider.
- 2/20/98: Other Prescription Coverage: Notified Providers that EOB Message "041 - Billable to Other Payor" will soon be rejected with an Error Code 041.
- 2/27/98: Bromfenac Sodium Capsules (DURACT): Reminder to Providers that DURACT is only intended for the short term (10 days or less) management of acute pain and is not indicated for long term use. Notified Providers effective March 2, 1998 PACE will reject all claims for DURACT at the point of sale. A one-time medical exception will be considered, upon request from the Provider, for a maximum 10-day supply at a maximum dose that does not exceed 150 mg per day. Written correspondence from the cardholder's physician will be necessary for reimbursement beyond ten days.
- 2/27/98: Mibefradil Dihydrochloride (POSICOR): Notified Providers of advisory issued by Roche Laboratories Inc. of reported cases of interaction of POSICOR with certain HMG-CoA Reductase Inhibitors. PACE claims for POSICOR identified as being coadministered with either lovastatin or simvastatin will reject with the NCPDP Error "88, DUR Reject"; PACE Error Code "706," accompanied with the Conflict Code "DD," the free text message of "DRUG-DRUG," and the NDC of the drug in conflict.
- 4/10/98: PACE Cardholders Enrolled in Medicare HMO's: Reminder to Providers that PACE Cardholders enrolled in Medicare certified HMO's are entitled to the same prescription medications under the Medicare certified HMO as those covered under Medicare Part "B." This entitlement is not affected by a cardholder's decision not to subscribe to supplemental HMO offered prescription coverage.
- 4/17/98: Drug Utilization Review Program: Notified Providers effective April 22, 1998, several new maximum daily dose criteria, duration criteria and duplicate therapy criteria will be added to the PACE ProDUR Program. The criteria is as follows: Mibefradil HCl (POSICOR) 100 mg maximum dose/duplicate therapy edit; Carvedilol (Coreg) 100 mg maximum dose/duplicate therapy edit; Losartan (Cozaar) 100 mg maximum dose/duplicate therapy edit with the ACE Inhibitors; Quetiapine (Seroquel) 400 mg maximum dose; Hydrocodone and Ibuprofen (Vicoprofen) 37.5 mg maximum dose/duration edit: 10 days out of every 30.

- 4/25/98: Mandatory Substitution Diltiazem Extended Release Capsules: Notified Providers effective April 29, 1998, the PACE Program will begin mandating substitution of Dilacor XR and Cardizem SR. This is a result of information received from the FDA granting therapeutic equivalence to capsules manufactured by Mylan Pharmaceuticals, Watson Labs, Andrx and Teva Pharmaceuticals.
- 5/8/98: Early Refill Edit: Notified Providers effective May 19, 1998, the additional classes will be added to the early refill edit: Intranasal Steroids; Topical Corticosteroids - Single Entity; Anti-diabetic Agents - Insulins; Bronchodilators; Conjugated Estrogens; Estrogens - Transdermal Patches; and Opiates. Reimbursement will not be made until 75% of the medication has been used.
- 5/22/98: Drug Utilization Review Program: Notified Providers effective May 26, 1998 several new criteria will be added to the PACE ProDUR Program and applied to all claims submitted on or after this date for the medication Viagra. The criteria added are: maximum daily dose of 50 mg. Claims submitted for greater than 50 mg daily will require a diagnosis and approval through the PACE medical exception process. Duration of therapy will be thirty tablets per month. PACE will only reimburse claims submitted for male cardholders. Claims submitted for female cardholders will be reversed.
- 6/1/98: Drug Utilization Review Program: Notified Providers that Pfizer, Inc. has recently reiterated that patients taking nitrates in any form, including nitroglycerin and long-acting nitrates commonly used for chest pain, should not take Viagra. PACE will reject prescriptions for Viagra and Nitroglycerin at the point-of-sale in order to comply with this guideline for appropriate use.
- 6/12/98: RECALL: Notified Providers that a Voluntary Class I recall has been initiated by Meridian Medical Technologies, manufacturer of both Epipen and Epipen Jr. Auto-Injectors. All PACE cardholders for whom reimbursement was made during this period have been instructed to return their product to their pharmacy for a lot number review.
- 6/12/98: RECALL: POSICOR - Notified Providers that Roche Laboratories Inc. is withdrawing POSICOR from the market effective June 8, 1998. The PACE Program will deny reimbursement for claims submitted with dates of service of June 9, 1998 or thereafter.

PACE Provider Bulletins: 1997

- 02/07/97: Brand Medically Necessary Update: Notified Providers that effective immediately PACE is no longer mandating generic reimbursement on the following brand medications: Lasix, Depakene, Tegretol, Mysoline, Quinaglute Duratabs (Quinidine Gluconate), Pronestyl SR, Mexitil, and All Sustained-Release Theophylline Preparations.
- 02/14/97: Mandatory Substitution Nitroglycerin Transdermal Patch: Notified Providers that effective February 21, 1997, the PACE Program will be mandating substitution on both Nitro-Dur and Transderm-Nitro.
- 03/01/97: PACENET: Reminder to Providers to encourage their older customers to make application for the new PACENET Program. Bulletin include income requirements, information regarding the crediting of out-of-pocket expenses; use of 1997 PACE applications to apply for both PACE and PACENET and a reminder to discard the old 1996 enrollment applications.
- 03/28/97: Drug Utilization Review Program: Notified Providers that effective April 14, 1997, PACE will be adding new criteria to our Prospective Drug Utilization Review Program for HMG Co-A Reductase Inhibitors.
- 05/09/97: PACENET Claim Submission: Provides explanation to Providers regarding the \$500 deductible and submission of out-of-pocket prescription expenses for PACENET cardholders.
- 06/20/97: Claim Timeliness: Reminder to Providers that PACE claims are to be submitted on the date of dispensing.
- 07/11/97: Fragmin: Notified Providers that on July 18, 1997, PACE would reimburse claims submitted for Fragmin only when being prescribed for the prevention of deep venous thrombosis, which may lead to a pulmonary embolism following abdominal surgery or hip replacement. Further, since Fragmin is indicated for short-term treatment (five to ten days), PACE would apply a duration of therapy edit of not greater than 14 days to all incoming claims.
- 8/7/97: Generic Update: Ranitidine: Notified Providers that Ranitidine currently being manufactured by Novopharm and Geneva is now available as a therapeutically equivalent generic for Zantac and effective Friday, August 15, 1997, PACE would be mandating substitution on Ranitidine.
- 8/7/97: 1997 Pharmacy Licensure: Reminder to Pharmacies that current pharmacy licenses expire August 31, 1997 and that PACE Regulations mandate that, "Only pharmacies and dispensing physicians that are currently licensed by the Commonwealth are eligible to participate as providers in the PACE Program."
- 8/15/97: PACENET Claims: Reminder to Providers that they must submit all PACENET Cardholder prescription claims on POCAS to permit the accurate recording of the amount accumulating toward the \$500 deductible.
- 8/15/97: Other Prescription Coverage: Reminder to Providers that, by statute, the PACE Program is the payor of last resort and will accept responsibility only for those costs not covered by the cardholder's other prescription drug benefit program.
- 8/15/97: Notified Providers effective August 18, 1997, several new maximum dose criteria will be added to the PACE ProDUR Program. These new additions are: 1) Maximum daily dose and duplicate therapy (with ACE inhibitors) edit for angiotensin II antagonist inhibitor: Valsartan (Diovan) 320 mg; 2) Maximum initial dose and maximum daily dose for antipsychotic agent Olanzapine (Zyprexa) 2.5 mg (initial) 10 mg (maximum); 3) Maximum daily dose and duplicate therapy for the HMG Co-A Reductase Inhibitor: Atorvastatin (Lipitor) 80 mg (maximum); 4) Maximum daily dose and duplicate therapy for the beta blocker: Cavedilol (Coreg) 100 mg (maximum); 5) Maximum initial dose and maximum daily dose for the antidepressant: Mirtazapine (Remeron) 15 mg (initial) 45 (maximum); 6) Maximum dose and

duplicate therapy for the calcium channel blocker Nisoldipine (Sular) 60 mg (maximum); and 7) Maximum initial dose and maximum daily dose for the antipsychotic: Clozapine (Clozaril) 25 mg (initial) 100 mg (maximum).

- 8/29/97: Updated listing of Non-Participating Manufacturers.
- 9/12/97: Reinstatement of Common Package Size: Notified Providers effective September 15, 1997, PACE will reinstitute the Common Package Size pricing which was discontinued in November, 1996.
- 9/19/97: Audit Issues: Reminder to Providers their responsibilities regarding voiding claims' payments for prescriptions that are not picked up by cardholders as well as maintaining an accurate, current signature log to identify the individuals who are receiving the PACE prescriptions dispensed by the Provider.
- 9/19/97: DAW/Product Selection Code: Reminder to Providers of the five codes used by POCAS.
- 10/3/97: Injectable Chemotherapy Antineoplastics: Reminder to Providers that Injectable chemotherapeutic antineoplastic claims are only reimbursed based on the 20% not covered by Medicare.
- 10/3/97: Claim Submission Timeliness: Reminder to Providers that they are required by contract to submit claims prior to dispensing.
- 10/17/97: Other Prescription Coverage: Notification to Providers effective November 3, 1997, PACE is implementing edit criteria to ensure compliance with the Program's requirement of billing other prescription plans prior to billing PACE. Providers entering a TPL indicator identifying "no other coverage" for a cardholder identified as having other prescription coverage will have the claim denied with the NCPDP Error Code 41 "Submit Bill to Other Payor."
- 11/14/97: Drug Utilization Review Program: Notified Providers effective November 24, 1997, the following new maximum daily dose criteria will be added to the PACE ProDUR Program: Maximum daily dose edit for the centrally acting analgesic Tramadol (Ultram) 300 mg maximum for individuals 75 years of age or older and 400 mg for individuals younger than 75 years.
- 11/14/97: Drug Utilization Review Program: Notified Providers effective November 24, 1997, the following new maximum daily dose criteria will be added to the PACE ProDUR Program: Edits for the miscellaneous sedative/hypnotics are as follows: Amobarbital (Amytal) 200 mg; Butobarbital (Butisol) 100 mg; Chloral Hydrate 1 gm; Pentobarbital (Nembutal) 100 mg; Ethchlorvynol (Placidyl) 500 mg; Secobarbital (Seconal) 100 mg; Amobarbital/Secobarbital (Tuinal) 50/50 mg.
- 11/21/97: Reminder to PACE Providers to review their Remittance Advice and to pay particular attention to those claims with Message Codes 041 and 918, which address those claims for cardholders with other prescription coverage.
- 11/21/97: Oral Anti-Nausea Medication: Notified Providers effective December 1, 1997, PACE will be reimbursing only 20% of the Average Wholesale Price of oral formulations of Kytril and Zofran. Remaining cost of the drug will have to be submitted to the regional Medicare carrier, United Health Care in Wilkes-Barre for reimbursement.
- 12/26/97: Reminder to PACE Providers that claims submitted for brand name pharmaceuticals having an A-rated generic therapeutic equivalent will be denied unless a medical exception is granted or PACE does not mandate substitution for the product. PACE does not require substitution on these products with A-rated generics Warfarin Sodium (Coumadin); Carbamazepine (Tegretol); Phenytoin (Dilantin); or Furosemide (Lasix).

PACE Provider Bulletins: 1996

- 1/08/96: Prilosec and Prevacid: Notified Providers these drugs would be edited for maximum duration for all claims dispensed on or after January 8, 1996.
- 1/26/96: Non-Participating Manufacturer List.
- 5/24/96: Biaxin Filmtabs (NDC: 00074248660): Notified providers of an error on the formulary file from 1/22/96 to 3/21/96.
- 5/24/96: Solopak Pharmaceuticals: Notified providers that Labeler Codes 39769 and 59747 would be participating in the PACE Program.
- 7/12/96: PACE Cardholders with PEBTF Prescription Coverage: Notified Providers that PACE Cardholders with drug coverage through the Commonwealth's Retired Employees Health Plan had been notified they were being canceled from the PACE Program.
- 8/2/96: Other Insurance Coverage: Reminder to Providers to exercise reasonable diligence in ascertaining the existence of other prescription benefits before billing the PACE Program.
- 10/18/96: Injectable Chemotherapeutics: Reimbursement restrictions (20% of Average Wholesale Price) applied to injectable chemotherapy medications when administered through a home infusion pump or in a physician's office.
- 10/18/96: Vaccine Reimbursement: Notified Providers of a change in the reimbursement of vaccines to be implemented on November 11, 1996 for claims with a date-of-service on or after that date. The change is as follows: Vaccines used to provide immunization against pneumococcal pneumonia and influenza will no longer be reimbursed by the PACE Program. Vaccines used to provide immunization against hepatitis B will be reimbursed at 20% of the Average Wholesale Price.
- 10/18/96: Bronchodilator Drugs: Notified Providers that effective November 11, 1996, PACE will begin reimbursing only 20% of Average Wholesale Price for the following products: Acetylcysteine 10%; Acetylcysteine 20%; Albuterol Sulfate 0.083%; Albuterol Sulfate 0.5%; Cromolyn Sodium; Isoetharine HCl 0.1%; Isoetharine HCl 0.125%; Isoetharine HCl 0.167%; Isoetharine HCl 0.2%; Isoetharine HCl 0.25%; Isoetharine HCl 1.0%; Isoproterenol HCl 0.5%; Isoproterenol HCl 1.0%; Metaproterenol Sulfate 0.4%; Metaproterenol Sulfate 0.6%; and Metaproterenol Sulfate 5.0%.

- 11/21/96: PACE Legislative Changes: Notified Providers of increased income limits (\$14,000 maximum for singles and \$17,200 maximum for married); and Mandatory Substitution of A-Rated Multiple-source products.
- 11/21/96: PACENET Requirements: Notified Providers of income limits for PACENET cardholders (Between \$14,000 and \$16,000 if single; Between \$17,200 and \$19,200 if married); Annual Deductible (\$500 per person) which PACE Providers are expected to enter PACENET Enrollee's out-of-pocket prescription expenses in POCAS; Mandatory Copayments (\$8 per prescription for non-innovator, multiple-source (generic) products; and \$15 per prescription for single-source and innovator multiple-source products); Mandatory Substitution of A-Rated Multiple-source products after deductible is met; and the claims reimbursement formula for PACENET claims would be AWP - 10% + \$3.50 dispensing fee.
- 11/22/96: Third Party Liability: Notified Providers that a PACE cardholder's I.D. card could currently contain two indicators that may affect coverage. The first indicator is a "Y" appearing in the lower right quadrant of the I.D. card meaning the cardholder has informed PACE that they have other third party insurance that is to be billed before PACE. The second indicator is an "L" appearing in the lower right quadrant of the I.D. card. This "L" means the cardholder has been restricted into receiving their PACE benefits at one specific provider.
- 11/22/96: Lovenox: Notified Providers that effective December 9, 1996, PACE will reimburse claims submitted for Lovenox only when being prescribed for the prevention of deep venous thrombosis, which may lead to a pulmonary embolism following hip or knee replacement surgery or general surgery which includes abdominal, gynecologic, urologic or thoracic. Further, since Lovenox is indicated for short-term treatment (seven to ten days), the Program will apply a duration edit of not greater than 14 days to all incoming claims.
- 11/22/96: Oral Vancomycin: Notified Providers that PACE would be applying a duration of therapy edit of not greater than 14 days for all incoming claims for oral Vancomycin.
- 11/22/96: Bronchodilator Drug Update: Reminder for Providers that reimbursement for the bronchodilator solutions used in either IPPB machines or nebulizers is limited to 20% of the Average Wholesale Price by PACE and suggested that Providers who do not currently have a Medicare provider number contact the National Supplier Clearinghouse in North Carolina to request an application.
- 11/22/96: Non-Participating Manufacturers effective November 27, 1996.
- 12/01/96: Processing PACENET Claims: Provides information to assist pharmacies in the processing of claims for cardholders enrolled in PACENET.
- 12/13/96: Imitrex Tablets: Notified Providers that effective December 30, 1996, all claims for Imitrex will not be reimbursed for a quantity greater than nine or a days' supply less than or equal to 25.
- 12/13/96: Nimotop: Notified Providers that effective December 30, 1996, claims for Nimotop will be denied at the point-of-sale. After determining the diagnosis, providers can contact the POCAS operators and obtain a Medical Exception. Although this medication is approved only for use in subarachnoid hemorrhage, there are several other off-label uses for which reimbursement will be made.
- 12/13/96: Revision: Non-Participating Manufacturer List.
- 12/20/96: Mandatory Generic Substitution: Advises providers to direct cardholder questions about the new mandatory substitution policy to the Cardholder Services toll-free number (1-800-225-7223).

PACE Provider Bulletins: 1995

- 1/6/95: Drug Utilization Review Program: Addition of new criteria for antidepressants, antipsychotics and benzodiazepines.
- 2/17/95: Antidepressants, Antipsychotics and Benzodiazepines: Reminder to Pharmacy to carefully review both the reject codes and accompanying messages.
- 2/24/95: Toradol: Reimbursement restrictions.
- 2/24/95: Minitran: 30-day supply limit.
- 3/95: PACE Drug Utilization Review Criteria.
- 3/3/95: Medicare Update: Extended coverage for prescription drugs used in immunosuppressive therapy to three years following hospital discharge for an organ transplant.
- 3/3/95: Maximum Initial Dose for selected antipsychotic, antidepressant or benzodiazepine agents.
- 3/27/95: Non-Sedating Antihistamines and Oral Antifungals Coadministration is Contraindicated. PACE will reject claims for Seldane, Seldane-D, Hismanal, Claritin, Claritin-D, Diflucan, Nizoral and Sporanox.
- 3/95: Third Party Billing Reminder: PACE is payer of last resort, pharmacy must bill other third parties first.
- 5/5/95: Brand Patent Expirations/Generic Substitutions.
- 7/95: CellCept Billing Instructions.
- 7/1/95: Claims Submissions: 90-day limit to file claims for reimbursement.
- 8/1/95: Injectable Chemotherapeutics: Effective 9/1/95 PACE Reimbursement for list of injectable chemotherapeutics limited to 20% of AWP.
- 8/18/95: Non-Participating Manufacturer List.

- 8/18/95: Drug Utilization Review Program: New maximum dose criteria added to the PACE ProDur Program effective 8/28/95 - Nefazodone (Serzone) 600 mg/day; Fluvoxamine (Luvox) 50 mg/day (initial) and 300 mg/day (maximum); Lansoprazole (Prevacid) 30 mg/day.
- 9/1/95: Common Package Size Reimbursement Listing.
- 9/1/95: Epoetin Alfa (EPO) Injections: Effective 9/11/95 PACE reimbursing only 20% of AWP for Epogen and Procrit.
- 9/6/95: Early Refill Edit: Additional classes added to the Early Refill Edit.
- 9/22/95: Drug Utilization Review Program: Effective 9/25/95 duplicate therapy edit applied to the following class of drugs: Proton Pump Inhibitors - Prilosec and Prevacid.
- 10/95: PACE POCAS Telecommunications Number: New direct number available to pharmacy providers for Primary Claim Submission: 950-5545.

PACE Provider Bulletins: 1994

- 2/8/94: Reimbursement Criteria for Temazepam (effective 3/1/94).
- 5/23/94: Glyburide: Mandatory Substitution of Micronase and Diabeta.
- 5/94: Prograf Billing Instructions
- 5/94: Ophthalmics: Days Supply Provisions
- 5/94: Betaseron Billing Instructions
- 7/1/94 Ophthalmics: Noted billing discrepancies regarding pharmacies reporting of the days supply.
- 7/23/94: Narrow Therapeutic Index Exemption Listing (Revised)
- 8/94: Incorrect Physician License Numbers: Notice to Pharmacy Providers of Procedures to Disallow Claims Submitted with Wrong Prescriber I.D.
- 8/19/94: Physician/Medical Assistants: PACE Reimbursement of Prescriptions written by Physician Assistants.
- 9/23/94: Serevent: PACE will no longer reimburse for more than 13 gm of Serevent per prescription.
- 9/26/94: Febatol - No PACE Reimbursement after 12/26/94.
- 9/30/94: Manufacturers' Rebate Update
- 10/3/94: DAW/Product Selection Code (Revised)
- 10/21/94: Oral Contraceptives: Effective 10/30/94 PACE no longer reimburses except through the Medical Exception process.
- 10/21/94: New Maximum Dose Criteria Added to the PACE ProDUR Program: Maximum daily dose and duplicate therapy criteria for NSAIDs (Trilisate; Disalcid; and Cataflam) and maximum daily dose criteria for miscellaneous anti-ulcer preparations (Propulsid and Reglan).
- 11/18/94: Oral Chemotherapeutics: Effective 12/15/94 PACE reimburses only 20% of AWP for Cyclophosphamide 25 mg/oral; Cytosan 50 mg/oral; Etoposide/Vepesid 50 mg/oral; and Melphalan/Alkeran 2 mg/oral.
- 12/2/94: 30-Day Supply Requirement: Humulin and Solganal.

PACE Provider Bulletins: 1993

- 1/1/93: PACE Legislative Changes Effective 1/1/93
 - Dispense as Written (DAW) Codes
 - Mandatory Generic Substitution when an "A" rated generic therapeutically equivalent drug is available.
 - Pricing Information
 - Consultation Fee Discontinued
- 2/28/93: Deadline for PACE Provider Reenrollment and Conversion to 3.2 NCPDP Telecommunications Standard for PACE Claims Submission.
- 3/1/93: Standard Error Codes
- 3/1/93: Early Refill Edit
- 3/1/93: Halcion Error Code Revisions
- 3/1/93: Processing Requirements: Conversion to NCPDP Version 3.2
- 3/19/93: POCAS System Maintenance on 4/10/93 and 4/11/93.
- 5/14/93: Delay in Provider Reimbursement
- 5/21/93: Change in the ProDUR screening criteria for H2 Receptor Antagonists effective 6/1/93.
- 6/28/93: Implementation of PACE ProDUR Changes:
 - Maximum daily dose for NSAIDs
 - Maximum daily dose for Omeprazole, Sucralfate and Misoprostol.
 - Maximum daily dosage allowed for Famotidine (Pepcid) changed from 80 mg/day to 40 mg/day.
- 6/28/93: Claims Processing Procedures When POCAS Is Not Available.
- 7/1/93: Non-Participating Manufacturers List

- 7/23/93: 30-Day Supply Requirements
- 7/23/93: Narrow Therapeutic Index Exemption Listing (Revised)
- 9/28/93: Manufacturers Rebate Update (Non-Participating Manufacturer List, effective 10/5/93 was attached.)

PACE Provider Bulletins: 1992

- 4/92: Provider Training Seminars (5/11/92 through 7/2/92)
- 5/29/92: Manufacturers' Rebate News: Center Laboratories
- 6/19/92: Manufacturers' Rebate News: Roxane Laboratories, Inc.
 - Astra Pharmaceutical Products
 - Ocumed
 - IPR Pharmaceutical
 - Immunex Corporation
- 8/16/92: PACE Rescue Plan: Implementation of ProDUR; NCPDP Version 3.2 and related Program Changes
- 9/92: Dixon-Shane recoupments/pharmacy credits.
- 11/9/92: PACE Pharmacy Provider Manual
- 12/23/92: Narrow Therapeutic Index Exemption Listing
- 12/92: Generic Substitution on Oral Prescriptions (Included Poster and Informational Flyers).

PACE Provider Bulletins: 1991

- 6/21/91: Co-Pay Change (\$4 to \$6 effective 7/1/91)
- 8/14/91: General Program Issues:
 - Claims Payment
 - Cardholder Eligibility Changes (Income Eligibility Changed to \$13,000 for Single and \$16,200 for Married Couples)
 - Nursing Home Providers
 - Cosmetic Drugs (Effective 10/1/91 claims for Rogaine and Retin-A no longer paid)
 - Paper Claims (Only claims for Compound Drugs or claims whose Quantity is in Excess of 9999 accepted as paper claims)
 - Persantine and Dipyridamole (These two drugs must have an indication on the prescription that it is being used as an adjunct to Coumadin anticoagulants for the prevention of postoperative thromboembolic complications of cardiac valve replacement in order to be allowed payment by (PACE).
 - Audit Issues (Telephone Prescriptions and Brand Medically Necessary Requirements).
- 8/21/91: Final Instructions Concerning the PACE On-line Claims Adjudication System (POCAS).
- 9/27/91: Billing Instructions
 - Cosmetic Drugs
 - Exception Claim Processing
 - POCAS, post payment review
 - Nursing Home Claims

Division of Program & Regulatory Coordination

Contact: Robert Hussar, Division Chief (717) 783-8975

Current Aging Program Directives

- Provided below is a comprehensive list of current Aging Program Directives and LAMP/OPTIONS Bulletins. Directives which do not appear on the list are no longer in effect. Current directives are as follows:

Program Area 01 - "AAA Administration"

- 88-01-07 Personnel Action Plan for Private Non-Profit Area Agencies on Aging (AAA)
- 90-01-05 Contract Management and Direct Service Provision by AAAs
- 91-01-01 Certification and Disclosure Regarding Lobbying
- 91-01-05 Area Agency on Aging Involvement in Corporate Eldercare Activities
- 92-01-01 Single Audit Act Audit Requirements
- 92-01-06 Minimum Standards for Governing Boards of Private Non-Profit Area Agencies on Aging
- 93-01-04 Providing AAA Funded Services to Domiciliary Care and Personal Care Home Residents
- 94-01-02 Indirect Cost Policy for Department of Aging Contracts
- 94-01-04 Department of Aging Heat Emergency Plan
- 95-01-05 Emergency Cooling Project
- 95-01-08 FY 1996-99 Three Year Plan Requirements
- 95-01-09 Assessments of Persons With "An Other Related Condition" Who Are Exceptional Admissions
- 97-01-02 Accounting Manual For AAA Programs
- 97-01-03 Interim Revision of the OPTIONS Assessment Reporting Forms OPT01 and OPT 01X

- 98-01-01 OPTIONS Procedures Manual
- 98-01-02 Area Agency on Aging Program Income Policies
- 98-01-03 1997-98 Aging Block Grant Amendment: Final Funding Allocations
- 98-01-04 AAA Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 1998-99

Program Area 02 - "Home Delivered Meals"

See Program Area 03.

Program Area 03 - "Congregate Meals"

- 90-03-01 Policies and Standards for the Department of Aging Funded Nutrition Service Programs

Program Area 04 - "Socialization/Recreation/Education/Health Promotion"

- 96-04-01 Senior Community Center and Satellite Center Policies and Standards
- 98-04-01 Primetime Health Program

Program Area 05 - "Employment Services"

- 95-05-02 Title V Senior Community Service Employment Program: Final Rule
- 96-05-02 Title V S.C.S.E.P.: Eligibility and Assessment Forms

Program Area 06 - "Volunteer Services"

- 85-06-01 Volunteer Services

Program Area 07 - "Passenger Transportation Services"

- 85-07-01 Policies for Transportation Services

Program Area 11 - "Information and Referral"

- 85-11-01 Policies and Procedures for the Provision of I & R Services by AAAs

Program Area 23 - "Care Management"

- See APD #98-01-01.

Program Area 24 - "Protective Services Intake/Investigation"

- 89-24-01 Protective Services for Older Adults Regulations
- 89-24-02 Required Standard Forms for Protective Services
- 92-24-01 Change in Report of Need Form (Supplements APD #89-12-02)
- 93-24-01 Protective Services Investigations
- 93-24-02 Protective Services Investigations (supplements APD #93-18-01)
- 97-24-01 Protective Services Report of Need and Investigation Summary and Assessment Form

Program Area 13 - "Personal Care"

- See APD #98-01-01.

Program Area 12 - "Home Health"

- See APD #98-01-01.

Program Area 19 - "Home Support"

- See APD #98-01-01.

Program Area 20 - "Adult Day Care"

- See 6 Pa. Code Chapter 11, Sections 11.1 to 11.292.

Program Area 25 - "Domiciliary Care"

- 85-25-02 Statewide Expansion of Domiciliary Care Program
- 90-25-01 Domiciliary Care Services for Adults—FinalRule making
- 93-25-01 Keys Amendment Implementation as It Relates to the Domiciliary Care Program
- 97-25-01 Domiciliary Care Consumer Payment To Providers

Program Area 09 - "Legal Assistance"

- 85-09-01 AAA Program of Legal Services to the Elderly

Program Area 10 - "Ombudsman"

- 98-10-01 Long-Term Care Ombudsman Program

Program Area 14 - "Personal Assistance Service"

- See APD #98-01-01.

Program Area 18 - "Medical Equipment, Supplies and Adaptive Devices"

- See APD #98-01-01.

Program Area 29 - "Other"

- 85-29-01 Changes in PSA Boundaries
- 85-29-02 Generic Policies and Procedures for the Request and Consideration of Waivers of PDA Policies
- 85-29-04 PDA Fair Hearings and Appeals Regulations
- 85-29-06 Interdepartmental Cooperative Agreement between the PDA and DPW, Office of Mental Health
- 86-29-01 PACE Regulations
- 91-29-05 Department of Aging Energy Emergency Plan
- 92-29-03 Final Regulations - Family Caregiver Support Program (replaces Sections I-V of APD 92-22-02)
- 92-29-07 Advance Notice to Health Care Facilities Prior to Termination of Utility Service
- 94-29-04 Emergency Operations Plan for the Department of Aging (rescinds APD #92-22- 04)
- 96-29-01 Statement of PDA Intent Re: Allocation To New Area Agencies
- 97-29-01 Retention of AAA Records
- 97-29-02 Emergency Operations Plan for the Department of Aging.
- 98-29-01 List of Current Aging Program Directives (APDs) and Options Level II bulletins

CURRENT OPTIONS/LONG-TERM CARE ASSESSMENT AND MANAGEMENT PROGRAM (LAMP) Bulletins

- 84-01 Pre-Admission Assessment Bulletin
- 84-03 Funding Ceilings for Services for Level II Clients Diverted from Nursing Homes through LAMP
- 85-01 Level of Care Changes Procedures
- 85-02 LAMP and State Mental Hospital System (supplements LAMP Bulletin #85-05)
- 85-05 LAMP Residency Issues
- 89-01 LAMP Alternative Community Care Services Standards
- 89-03 Pre-Admission Assessment Site Requirements for Level of Care Decisions or Recommendations Regarding Heavy Care/Intermediate Services (replaces LAMP Decision Narrative and Instructions; LAMP Determination Report and Instructions; and Page 3, LAMP Assessment Instruction Manual)
- 89-08 Pre-Admission Assessment and Management Program: 1989-90 Reporting Requirements and Instructions for Provision of Services to Alternative Community Care Clients (revises LAMP Bulletin #84-04)
- 89-10 Interim Operations Manual, Volumes I & II
- 90-02 Pre-Admission Assessment (PAA) Site Requirements for Requesting Payment for PAA Assessment Activities for the July 1, 1990 through June 30, 1991 PAA Contract Period (rescinds LAMP Bulletin #89-05)
- 90-03 LAMP Site Requirements for Requesting Payment for Alternative Community Care Services (rescinds LAMP Bulletin #89-07)
- 90-04 Revised PA Pre-Admission Assessment Form (PPAF) and the Assessment Manual (rescinds PA Long Term Care Assessment and Management Program Assessment Instruction [Rev. 11/88] and PA Long Term Care Assessment and Management Program Assessment Manual [Rev. 1988 & 1989])
- 90-05 Protocol Requirements for Serving Medicaid Nursing Home Applicants and Medical Assistance Recipients with Acquired Immune Deficiency Syndrome (AIDS) or Symptomatic Immune Deficiency Virus (HIV)
- 90-07 Transmit DPW/OMA Memo (8/30/90)
- 90-08 Policy Change in Referral Procedures for Individuals with Mental Retardation/Other Related Condition Diagnosis
- 91-01 Supplement 1 to OPTIONS-Level II Site Requirements for Requesting Payment for OPTIONS-Level II Assessment Activities for the July 1, 1990 through June 30, 1991 OPTIONS-Level II Contract Period
- 91-02 OPTIONS-Level II Program Requirements, Planning Allocations and Budget Format for the Twelve (12) Month Period July 1, 1991 through June 30, 1992 (supplements OPTIONS-Level II Bulletin #90-06)
- 91-04 Definitions of OPTIONS-Level II Assessment Categories
- 92-02 OPTIONS-Level II Program Requirements, Planning Allocations and Budget Format for the Twelve (12) Month Period July 1, 1992 through June 30, 1993 (supplements OPTIONS-Level II Bulletin #90-06 and #91-02)
- 92-05 Pseudo MA Case Number
- 93-02 OPTIONS-Level II Program Requirements, Planning Allocations and Contract Format for the Thirty-Six (36) Month Period July 1, 1993 through June 30, 1996 (rescinds OPTIONS-Level II Bulletin #90-06)
- Supplement #1, OPTIONS-Level II Program Requirements, Planning Allocations and Contract Format for the Thirty-Six (36) Month Period July 1, 1993 through June 30, 1996

- 94-02 Instructions for the Completion of Forms for OPTIONS Level II Assessment Activity: OPT01 Client Reports, OPT01X Correction to Client History Forms, Administrative Review Reports, Transmittal Form for Tape Invoicing, Definitions for Assessment Categories (replaces OPTIONS-Level II Bulletin #92-03)
- 94-05 Procedure for Applying for the Personal Care/Domiciliary care Supplement (Supplements OPTIONS-Level II Bulletin #93-01)
- 94-06 OPTIONS-Level II Program Requirements, Planning Allocations and Budget Format for the Twelve (12) Month Period July 1, 1994 through June 30, 1995.
- 95-01 Medical Assistance (MA) Estate Recovery Program (supplements OPTIONS-Level II Bulletin #93-01)
- 95-02 OPTIONS-Level II Program Requirements, Planning Allocations and Budget format for the Twelve (12) Month Period July 1, 1995 through June 30, 1996

AGRICULTURE

POLICY STATEMENTS:**Bureau of Plant Industry**

- Fertilizer, Soil Conditioner and Plant Growth Substance Enforcement Action Penalty Matrix

Contact: John Breitsman (717-787-4843)

- Pesticide Enforcement Action Penalty Matrix

Contact: Joseph Uram (717-787-4843)

- Plant Pest Act Enforcement Action Penalty Matrix

Contact: Dale Stehr (717-787-4843)

GUIDANCE MANUALS:**Bureau of Food Distribution**

- Farmers Market Nutrition Program - Farmer/Vendor Procedure Manual
- Woman, Infants and Children ("WIC") Clinic Procedure Manual
- Assistance Bulletin #97-2: Rate of Distribution Schedule For the Temporary Emergency Food Assistance Program ("TEFAP")
- Self Declaration of Need: Income Poverty Guidelines for TEFAP

Contact Edward Wadlinger (717-787-2940)

Bureau of Food Safety and Laboratory Services

- rBST Labeling Information
- Application to Install or Remodel a Milking System
- Supplement to a Farm Refrigerated Bulk Milk Storage Tank and/or a Precooler Installation Application

Contact: James C. Dell (717-787-4316)

- Recall Procedures
- Model Food service Self-Inspection Checklist
- Ice Manufacturing Plants Consumer Confidence Program Guidelines
- Listeria Handbook for Retail Food Establishments
- Procedures for Vacuum Packaging Foods in Reduced Oxygen Packages
- Retail Food Establishment Consumer Confidence Program Self-Inspection Checklist

Contact: Charles E. Radle (717-787-4315)

Pennsylvania Harness Racing Commission

- Licensing Procedures and Standards for Applicants

Contact: Richard E. Sharbaugh (717-787-5196)

Bureau of Plant Industry

- Instructions for Licensing under the Pennsylvania Commercial Feed Law
- Instructions for Licensing under the Pennsylvania Fertilizer, Soil Conditioner and Plant Growth Substance Law
- Directions for Renewing Specialty Fertilizer Registration in Pennsylvania
- Instructions for Licensing under the Pennsylvania Agricultural Liming Materials Act

Contact: John Breitsman (717-787-4843)

- Directions for Registering Pesticides in Pennsylvania
- Experimental Pesticide Use Permits
- Grower Record keeping Guidelines for Pesticide Applications made under an Emergency Exemption

- Directions for Soil Conditioner and Plant Growth Substance Registration in Pennsylvania

Contact: John Lake (717-787-4843)

Bureau of Ride and Measurement Standards

- Amusement Ride Operators' and Attendants' Manual

Contact: Charles Bruckner (717-787-6772)

INTERNAL GUIDELINES:

Bureau of Farmland Protection

- Checklist for Review of an Agricultural Conservation Easement Purchase Recommendation
- Checklist for Evaluation of a County Agricultural Conservation Easement Purchase Program

Contact: Raymond Pickering (717-783-3167)

Bureau of Food Safety and Laboratory Services

- Summary of Enforcement Requirements for Violations of Bacterial Count, Somatic Cell Count
- Antibiotic Residue Tests for Individual Milk Producer Samples
- Clarification of Enforcement Policy for a Producer Utilizing Two Bulk Milk Tanks

Contact: James C. Dell (717-787-4316)

- Tolerances for Egg Quality, below which a Warning Letter shall be issued to a Store
- Tolerances for Egg Quality, below which Seizure of Eggs will be made at a Store
- Tolerances for Egg Quality, below which Prosecution will be initiated against a Store
- Tolerances for Egg Quality, below which Seizure of Eggs will be made at a Plant

Contact: Kim F. Miller (717-787-3294)

- Guidelines for Inspection of Food Concessions at Fairs
- Inspection Guidelines for Farmers Markets and Stands

Contact: Charles E. Radle (717-787-4315)

Pennsylvania Harness Racing Commission

- Procedures with respect to Unlicensed Owners

Contact: Richard E. Sharbaugh (717-787-5196)

Bureau of Plant Industry

- Turfgrass Seed Certification Interagency and Inter-state Certification

Contact: Joe Garvey (717-787-5609)

OTHER:

Bureau of Food Safety and Laboratory Services

- Industry Responsibilities with respect to Broken Seals

Contact: James C. Dell (717-787-4316)

- Temperature Requirements for Safe Handling of Hot and Cold Foods
- Guidelines for Self-Service Bulk Food Displays
- Guidelines for Maple Syrup Operations

Contact: Charles E. Radle (717-787-4315)

Bureau of Plant Industry

- Pennsylvania Pesticide Hypersensitivity Registry Fact Sheet

Contact: John C.R. Tacosky (717-787-4843)

BANKING

Nonregulatory public documents of the Department of Banking are divided into three indexed categories listed below: Letters from Secretaries of Banking to Regulated Entities; Guidance Available Regarding Compliance with Depository Institution Statutes and Regulations; and, Guidance Available Regarding Compliance with Licensee Statutes and Regulations. The contact person for all Department of Banking documents is Reginald Evans (717-787-1471).

Secretary's Letters:

- | | |
|---------|--|
| 1-23-98 | Year 2000 readiness and credit underwriting criteria for credit unions regarding Pennsylvania Credit Union League workshop. |
| 1-15-98 | Year 2000 readiness and credit underwriting criteria for state-chartered banks, savings and loan associations, credit unions, and trust companies. |

- 1-23-98 Year 2000 readiness and credit underwriting criteria for credit unions regarding Pennsylvania Credit Union League workshop.
- 8-27-97 Bank Holidays for 1998.
- 6-09-97 Letter regarding Electronic Submission of Call Reports.
- 4-24-97 Letter discusses the effect that Year 2000 will have on Computer Systems.
- 1-31-97 Letter regarding federal regulatory agencies having adopted a revised Uniform Financial Institutions Rating System which has been known as CAMEL.
- 12-3-96 Letter addresses the authority of Pennsylvania state-chartered banks, bank and trust companies, and savings banks to act as agents in the sale of all types of insurance products. (Act 40 of 1997 was enacted after issuance of this letter regarding banks acting as agents in the sale of insurance.)
- 11-25-96 Letter discusses the adjustment to the overhead assessment methodology for non-depository trust companies.

I. POLICY STATEMENTS:**Department of Banking/Legal Department**

10 Pa. Code §§ 13.61—13.68 -Exception to Definition of "Branch".

Contact: Reginald S. Evans - (717) 787-1471

10 Pa. Code § 21.61—Insurance and Annuities (Act 40 of 1997 was enacted after issuance of this Statement of Policy)

Contact: Laurie S. Kennedy - (717) 787-1471

10 Pa. Code § 41.3a - Calculation of Consumer Discount Company Act default charges - Statement of Policy

Contact: Laurie S. Kennedy - (717) 787-1471

10 Pa. Code Chapter 81 - Check Cashiers Statement of Policy.

Contact: Reginald S. Evans (717) 787-1471

COMMUNITY & ECONOMIC DEVELOPMENT

POLICY STATEMENTS:**Bonds Office**

Private Activity Bonds

Kim Kaufman (717-783-6112)

Bureau of Housing and Infrastructure

Enterprise Development Area Initiative

Riley Stoy (717-783-3910)

Loans Office

Machinery and Equipment Loan Fund

Pennsylvania Industrial Development Authority

Gerald Kapp (717-787-6245)

Minority Lending Office

Pennsylvania Minority Business Development Authority

Isabelle Smith (717-783-1127)

II. GUIDANCE MANUALS:**Entrepreneurial Assistance Office**

Pennsylvania Small Business Operations and Resources Guide

Linda Goldstein (717-783-8950)

Travel and Tourism Office

Tourist Promotion Agency Matching Fund Program Manual

Keith Gingrich (717-787-5453)

DECISIONS:**III. INTERNAL GUIDELINES:****Bonds Office**

Conventional Bond Financing (Taxable) Guidelines

Exempt Facility & Small Issue Bonds Guidelines

Industrial Development Authority Financing Guidelines

Pennsylvania Capital Access Program Guidelines

Tax-Exempt Bond Financing Guidelines

Kim Kaufman (717-783-6112)

Community Empowerment Bureau

Community Development and Finance Corporation Grant and Loan Program Guidelines

Community Services Block Grant Program Guidelines

Emergency Community Services Homeless Grant Program Guidelines

Employment and Community Conservation Program Guidelines

Neighborhood Assistance Program Guidelines

Neighborhood Assistance Enterprise Zone Tax Credit Program Guidelines
Weatherization Program Guidelines
 Dennis Darling (717-787-1984)

Grants Office

Industrial Development Assistance Fund Program Guidelines
Industrial Sites Reuse Program Guidelines
Infrastructure Development Program Guidelines
Job Creation Tax Credit Fund Guidelines
Opportunity Fund Guidelines
 Scott Dunkelberger (717-787-7120)

Housing and Infrastructure Bureau

Community Development Block Grant Guidelines
Downtown Pennsylvania Program Guidelines
Emergency Shelter Grant Program Guidelines
Home Investment Partnerships Program Guidelines
Housing and Community Development Program Guidelines
Section 108 (of the Housing and Community Development Act) Loan Guarantee Program Guidelines
 Riley Stoy (717-783-3910)

International Trade Office

Trade Event Grant Program Guidelines
Regional Export Matching Grant Program Guidelines
 Susan Sloane (717-787-7190)

Loans Office

Machinery and Equipment Loan Fund Program Guidelines
 Gerald Kapp (717-787-6245)

Local Government Services Center

Circuit Rider Program Guidelines
Council of Governments/Intermunicipal Projects Program Guidelines
Land and Water Conservation Fund Program Guidelines
Municipalities Financial Recovery Act Program Guidelines
Public Safety Emergency Telephone Program Guidelines
Regional Police Assistance Program Guidelines
 Fred Reddig (717-783-4657)

Strategic Planning and Program Operations

Enterprise Zone Program Guidelines
Small Communities Planning Assistance Program Guidelines
State Planning Assistance Grant Program Guidelines
 Dallas Dollase (717-787-7400)

Workforce Development and Technology Office

Ben Franklin Technology Center Program for Technological Innovation Guidelines
Customized Job Training Program Guidelines
Job Link Program Guidelines
Pennsylvania Industrial Resource Center Program Guidelines
 Terri Kaufman (717-787-4148)

CONSERVATION AND NATURAL RESOURCES**POLICY STATEMENTS:****Bureau of Forestry**

- State Forest Natural Areas

Contact: Dan Devlin (717-787-3444)

- Transfer or Exchange of State Forest Land Campsites

Contact: Warren Ely (717-787-2014)

Bureau of State Parks

- State Park User Fees

Contact: Gary Smith (717-783-3307)

- Transfer or Exchange of State Park Land

Contact: Ed Deaton (717-787-6674)

- State Park Natural Areas

Contact: James Barr (717-787-6674)

GUIDANCE MANUALS:**Bureau of Forestry**

- Cooperative Gypsy Moth Suppression Program Procedure for Cooperator Participation Manual
- Cooperative Gypsy Moth Suppression Program Operating Procedure and Deadlines Manual

Contact: Larry Rhoads (717-948-3941)

- Forest Fire Warden Manual

Contact: Fred Wilcox (717-787-2925)

- Forest Camp Lease Manual
- Right-of-Way Manual

Contact: H. E. Kelly (717-787-2015)

- Snowmobile Instructor's Manual
- ATV Instructor's Manual

Contact: W. Paul Szabara (717-783-7941)

- Forest Products Permit

Contact: Michael Kusko, Jr. (717-787-4009)

- Camping Permit

Contact: William Slippey (717-787-2014)

- District Forester

Permit Contact: Michael Kusko, Jr. (717-787-4009)

- Road Use Agreement

Contact: H. E. Kelly (717-787-2015)

- Special Activities Agreement

Contact: William Slippey (717-787-2014)

- License for Right of Way

Contact: H. E. Kelly (717-787-2015)

- Prospecting Permit

Contact: Roger Dorsey (717-787-2015)

- Seismic Survey Permit

Contact: John Walker (717-787-2015)

- Hard Mineral Permit

Contact: Roger Dorsey (717-787-2015)

Bureau of Recreation and Conservation

- Pennsylvania Rivers Conservation Program, Policy, Procedures and Implementation Manual, January 1996
- Pennsylvania Scenic Rivers Program Guidelines
- Pennsylvania Scenic Rivers Program Management Guidelines
- Procedures Manual for Pennsylvania Recreation Trails Program

Contact: Marian Hrubovcak (717-787-2316)

- Keystone Acquisition and Development Manual and Forms

Contact: Darrel Siesholtz (717-783-2656)

- Keystone Planning, Implementation and Technical Assistance Manual and Forms

Contact: Greg Gove (717-787-7276)

- Keystone Land Trust Grant Manual and Forms

Contact: Darrel Siesholtz (717-783-2656)

- Swimming Pool Management Manual

Contact: Greg Gove (717-787-7672)

- Heritage Parks Program Manual and Forms

Contact: Tim Keptner (717-772-3839)

Bureau of State Parks

- Boat Docks
- Rights-of-Way and Antenna Sites
- Marina Manuals

Contact: Gary Smith (717-783-3307)

DEPARTMENT OF CORRECTIONS**POLICY STATEMENTS:**

- Inmate Handbook - Policy Nos. DC-ADM-003 - 822
- Policy Management System - Policy No. 1.1.1
- Institution Security Policy - Policy No. 6.3.1
- Drug Interdiction Policy - Policy No. 6.3.12
- Transportation for Inmates and Off-Site Medical Escort and Temporary Medical/Mental Health Transfer - Policy No. 6.4.1
- Procedures for Recovery of Costs Arising from Inmate Misconduct - Policy No. (to be announced)
- Video-conferencing with Courts Policy - Policy No. (to be announced)

Contact: J.D. Shutt (717) 975-4860

EDUCATION**POLICY STATEMENTS:****Bureau of Community and Student Services**

- Secretary of Education's Plan to Require and Assist Each School District to Establish and Maintain a Program of Appropriate Counseling and Support Services to Students Experiencing Problems Related to the Use of Drugs, Alcohol and Dangerous Controlled Substances

Contact: Biagio Musto (717-772-2429)

Bureau of Teacher Preparation and Certification

- Pennsylvania Department of Education Standards, Policies and Procedures for State Approval of Certification Programs and for the Certification of Professional Educators for the Public Schools of Pennsylvania

Contact: Ron Simanovich (717-787-3470)

- Certification and Staffing Policies and Guidelines Regarding Education Certification and Staffing Requirements for Public Schools

Contact: Anne Shuster (717-783-6730)

- Policy on Evaluation Procedure for Certificate of Preliminary Education Evaluation of Credentials

Contact: Susan Stewart (717-772-4508)

- Memorandum to Pennsylvania teacher preparing colleges and universities announcing six new Praxis series assessments for beginning teachers effective November 1, 1997 and the qualifying scores for these assessments.
- Memorandum to teacher preparing colleges and universities providing instruction and policies for the use of new application forms for professional educator certification.

Contact: Ron Simanovich (717-787-3470)

Deputy Secretary's Office of Postsecondary and Higher Education

- In-School Youth Programs at Community Colleges
- Continuing Education Guidelines for Community Colleges
- Tuition Compliance Calculation at Community Colleges

Contact: Bob Staver (717-787-4313)

Bureau of Postsecondary Services

- Private Licensed School Memoranda - Student Complaint Questionnaire
- Private Licensed School Memoranda - Board Policy on the Use of the Term Tuition "Savings"
- Private Licensed School Memoranda - Final Rulemaking - Chapter 73 Regulations
- Private Licensed School Memoranda - Scholarships
- Private Licensed School Memoranda - Revised Board Policy on the Use of the Term Tuition "Savings"
- Private Licensed School Memoranda - Revised Scholarships Policy
- Private Licensed School Memoranda - Certificates of Preliminary Education and Correspondence High School Programs

Contact: James G. Hobbs (717-783-8228)

- Education for Corporations Interested in Receiving Authority to Offer Academic Programs in Pennsylvania Leading to Collegiate Level Degrees

Contact: Paula Fleck (717-772-3623)

Scranton State School for the Deaf

- Various internal and external policy statements relating to the operation of Scranton State School for the Deaf, such as: Student Immunization, Child Abuse, AIDS, Human Growth and Development, Admission Policy, the Recognition of Scranton State School for the Deaf as a Magnet School and Student Drug and Alcohol Policy, etc.

Contact: Dorothy S. Bambach (717-963-4040)

Bureau of Vocational-Technical Education

- The Occupational Competency Assessment Program

Contact: K.C. Simchock (717-783-6592)

Equal Educational Opportunity Office

- Goals for Equal Opportunity at Pennsylvania's Publicly-Supported Institutions of Higher Education

Contact: Carrie M. Patterson (717-783-9531)

Bureau of Curriculum and Academic Services

- Commonwealth of Pennsylvania, Department of Education, HIV/AIDS Policy, September 20, 1994
- Pennsylvania State Board of Education AIDS Policy - Admissions/Readmissions of Students or Staff Persons with AIDS, March 1987

Contact: John L. Emminger (717-772-2167)

- Driver and Traffic Safety Education Program Guide

Contact: H. David Secrist (717-783-4382)

- Procedures for Establishing a Private Driver Training School

Contact: Robert Roush (717-783-6595)

Bureau of Special Education

- State Plan under the Individuals with Disabilities Education Act - Part B

Contact: Sam Bashore (717-783-6876)

- Memorandum to local education agencies (PennLink): Guidance Regarding Extended School Year Services (January 3, 1997)

Contact: John Tommasini (717-783-6134)

- Memorandum to local education agencies (PennLink): Transition to School Age from Early Intervention—Questions & Answers (February 12, 1997)

Contact: Dr. Richard Price (717-772-2647)

- Memorandum to local education agencies (PennLink): Institutionalized Children's Programs/Program Approval Change, Joint Memo from the Bureau of Special Education and the Bureau of Budget and Fiscal Management (April 4, 1997)

Contact: Loujeania Bost (717-772-3260)

- Memorandum to local education agencies (PennLink): Superintendent's Signature on the PDE-4010, Application for Educational Assignment to Approved Private School for School-Aged Children (May 14, 1997)

Contact: John Tommasini (717-783-6134)

- Memorandum to local education agencies: Transition Individualized Education Program (IEP) Format

Contact: Richard Brown (717-783-6876)

Bureau of Budget and Fiscal Management

- School Construction Policies and Procedures (This booklet describes how reimbursement is calculated along with examples and formulas.)

Contact: Carle Dixon Earp (717-787-5480)

- Community Colleges Reimbursement for Equivalent Full-Time Students Enrolled in Stipend Programs
- Debt Service at Community Colleges

Contact: Larry Snell (717-787-5993)

GUIDANCE MANUALS:

Bureau of Special Education

- Early Intervention Guidelines

Contact: Dr. Richard Price (717-772-2647)

- Special Education Information System

Contact: John Tommasini (717-783-6134)

- Instructional Support

- Effective Behavior Support

Contact: Loujeania Bost (717-772-3260)

- Transition Beyond School

Contact: Richard Brown (717-783-6876)

- Facilities Related to Children with Disabilities

Contact: Jill Lichty (717-783-6917)

- Special Education Mediation Services

Contact: Sam Bashore (717-783-6876)

- Education of Students with Hearing Loss

Contact: Dr. William Penn (717-783-2311)

- Comprehensive System of Personnel Development

- School District Special Education Plan Guidelines

- Intermediate Unit Special Education Plan Guidelines

- Procedures for Requesting Technical Assistance

- Comprehensive System for Personnel Development Submission Packet

- Instructional Support System Program Directory

Contact: Loujeania Bost (717-772-3260)

- Education of Mentally Gifted Students

Contact: Noretta Bingaman (717-783-6876)

- Individuals With Disabilities Education Act-Part B Program Guidelines for Local Education Agency Applications for 1998/99

Contact: Nancy Heyman (717-787-5745)

Bureau of Information Systems

- Secondary Vocational-Technical Education Individual Student Data System Instruction Manual, 1997-98

Contact: Barbara T. Kern (717-783-6762)

- Adult Vocational-Technical Education Data Collection Instruction Manual, 1997-98

Contact: John S. Creason (717-787-7289)

- Elementary/Secondary Professional Personnel Instruction Manual, 1998-99

Contact: Jeanne S. Hobaugh (717-783-6761)

- Postsecondary Occupationally Specific Instruction Manual, 1997-98

Contact: Marcia McCormick (717-783-6763)

- Elementary/Secondary Professional Personnel Charter School Institution Manual, 1998-99

Contact: Jeanne Hobaugh (717-783-6761)

Bureau of State Library

- Revised Classification Scheme for Pennsylvania State Publications, 1996—Provides Call Numbers to be Used in Classifying Pennsylvania State Publications

Contact: Mary Lou Sowden (717-783-5983)

Bureau of Library Development

- Guidelines for Negotiating Agreements, 1996—Guidance for District Library Centers in Negotiating Service Agreements With Local Libraries

- Guidelines for Statewide Library Card System, 1992—Rules for Public Libraries Participating in the Statewide Library Card System

- A Handbook for District Library Consultants, Second Edition, 1986—Guidance for Librarians Who Take Positions As District Library Center Consultant Librarians

- A Handbook for Public Library Trustees, Fourth Edition, 1993—Guidance for People Serving as Trustees for Pennsylvania Public Libraries

Contact: Barbara W. Cole (717-783-5722)

- ACCESS PENNSYLVANIA Curriculum Guide, 1991—Library Lesson Plans with Lesson Objectives

- Pennsylvania Guidelines for School Library Media Programs, 1989—Suggestions for Implementing Quality Library Programs in Pennsylvania
- Pennsylvania Online: A Curriculum Guide for School Library Media Centers, 1990—Guidance for Librarians in the Instruction and Management of Online Services

Contact: John Emerick (717-787-6704)

Bureau of Community and Student Services

- Pregnant and Parenting Teen Evaluation Packet
- Education Leading to Employment and Career Training Monthly Attendance Instructions

Contact: Dorothy Hershey (717-783-7089)

- Education for Homeless Children and Youth Application for Continuation Funds, Fiscal Year 1998-99

Contact: Leslie Peters (717-772-2813)

- Even Start Family Literacy Program Request for Grants, Report, Program Reporting Requirements, Continuous Progress Program Review

Contact: Don Paquette (717-772-2813)

- Safe & Drug-Free Schools & Communities 1998-99 Application for Local Educational Agencies, Intermediate Education Agencies or Consortia
- Safe & Drug-Free Schools & Communities Guidelines and Related Laws
- Safe & Drug-Free Schools & Communities Guidelines and Local Educational Need Proposal
- Guidelines for Student Assistance Program Implementation

Contact: Biagio Musto (717-772-2429)

Deputy Secretary's Office of Elementary and Secondary Education

- Basic Education Circulars (BECs)—(Updated and indexed collection of Pennsylvania Department of Education guidance statements on state and federal basic education laws and regulations. These guidance statements cover several areas of the School Code within Title 24 of Purdon's Statutes, Articles 1-25, State Board of Education Regulations - Title 22 of the Pennsylvania Code, Chapters 1-23, 342 and 349, and other state and federal laws, regulations and court cases: Topics include among others: Early Intervention - Department of Education Services—Employee Rating Form—School and Student Records—Home Education Programs—Special Education—Payments for Education—Graduation of Seniors—School Construction—Safe Schools—Copyright Law)

Contact: Sarah Pearce (717-783-3750)

- Child Labor Laws and Employment of Minors

Contact: Stephen Fisher (717-787-6016)

Bureau of Teacher Preparation and Certification

- Pennsylvania Teacher Intern Certification Handbook and Institutional Listing (Revised, 1998)

Contact: Theona Waxbom (717-783-6796)

- Programs Approved for Teacher Education in Pennsylvania Colleges and Universities
- Education Testing Service Praxis Series Registration Bulletin

Contact: Ron Simanovich (717-787-3470)

- Pennsylvania Department of Education Application and Instructions for Professional Educator (Includes background information, application forms, and directions. Titles include: Applicant Prepared in Pennsylvania—Applicant Prepared Outside Pennsylvania—Level II Certification—Master's Equivalency—Emergency Certification.)
- Teacher Certification Information Sheets (Various handout papers used to respond to queries on professional educator certification in Pennsylvania.)

Contact: Susan Stewart (717-772-4508)

- Guidelines for the Preparation of Self-Study Materials for Certification in Pennsylvania

Contact: Samuel G. Marcus (717-787-3470)

- Even Start Program Reporting Requirements

Contact: Jim Buckheit (717-783-3755)

Bureau of Adult Basic and Literacy Education

- Application Guidelines—Pennsylvania Act 143 of 1986 and Federal Adult Education Act
- Pennsylvania Literacy Corps—Program Year 1998-99—Application Guidelines
- Federal Adult Education Act, Section 353, 1998-99 Guidelines for Special Experimental and Staff Development Projects
- Pennsylvania Family Literacy Application procedures and program guidelines, program year 1998-99

Contact: Cheryl Keenan (717-772-3737)

Bureau of Postsecondary Services

- Pennsylvania Department of Education Guidelines for the Approval of Degree Programs

Contact: Carol Derrickson (717-772-3623)

- Materials Related to the Approval of Postsecondary Institutions Requesting a Certificate of Approval to Award the Associate in Specialized Business and/or the Associate in Specialized Technology Degree

Contact: Paula Fleck (717-772-3623)

- Eisenhower Postsecondary Grant Application Guidelines

Contact: Linda J. Benedetto (717-772-3623)

Deputy Secretary's Office of Postsecondary and Higher Education

- Instruction Manual—Code of Professional Practice and Conduct for Educators

- Chart of Activities for a Group Wishing to Establish a Domestic Nonprofit/For-Profit Degree-Granting Institution in Pennsylvania or a Foreign Nonprofit/For-Profit Degree-Granting Corporation Wishing to Operate in Pennsylvania

Contact: Dr. Warren D. Evans (717-783-6769)

Bureau of Vocational-Technical Education

- Annual State Sex Equity Plan

Contact: Tom Winters (717-787-8022)

- Guidelines for Community College Variable Stipend Program

Contact: John Bonchalk (717-783-6867)

- Cooperative Education Guidelines for Administration

Contact: Jane Acri (717-783-6867)

- Guidelines for Submission of Applications for Approval of Nurse Aide Training Program

Contact: Carlyn Forlizzi (717-783-6965)

- Implementing a Statewide System of Core Performance Measures and Standards for Vocational-Technical Education in Pennsylvania

Contact: James H. Bishop (717-783-6867)

- Tech Prep: Continuing Consortia Development Guidelines, 1998-99

- Tech Prep: New Regional Consortia Development Guidelines, 1998-99

- Tech Prep Program Approval in Pennsylvania Interpretative Questions and Answers

Contact: Tom Winters (717-787-8022)

- Job Training Partnership Act State Education Grant Agreement Guidelines, July 1, 1998-June 30, 1999

Contact: Glendean Davis (717-783-6629)

- General Guidelines for Applications for Vocational-Technical Education State Grants and Federal Subgrants, 1998-99

Contact: Tom Winters (717-787-8022)

- Managing Local Plans: A Guide to Accountability for the Carl D. Perkins Vocational and Applied Technology Act of 1990, P. L. 101-392

- Managing Local Plans Part II

Contact: Carroll A. Curtis (717-772-4851)

- New Choices/New Options, Combined Guidelines, 1998-99

Contact: Tom Winters (717-787-8022)

- Secondary and Postsecondary Perkins Local Plans, Guidelines, 1998-99

Contact: Carroll A. Curtis (717-772-4851)

- Secondary Vocational-Technical Education Program Approval Application Procedure

Contact: Edward Holtzinger (717-787-8804)

Bureau of Curriculum and Academic Services

- Pennsylvania Strategic Planning: Equitable Representation

Contact: Richard Schirato (717-783-1830)

- Instructions for Completing PDE 3044-45, Programs and Services for Students of Limited English Proficiency

Contact: Myrna M. Delgado (717-783-6649)

- Writing Assessment Handbook

Contact: John Weiss (717-787-4234)

- Reading Assessment Handbook

Contact: Mary Keepers (717-787-4234)

- Mathematics Assessment Handbook
- Contact: James Masters (717-787-4234)

- School Profiles CD ROMs

Contact: Gerald Bennett (717-787-4234)

- School-By-School Results—Quartile Distribution
- School-By-School Results—Scaled Scores
- Supplemental Documentation for 1997 Reading, Mathematics and Writing Assessment Reports

Contacts: Leonard Lock (717-787-4234); Richard Kohr (717-787-4234)

- Guidelines for Sex Education in Public Schools of Pennsylvania

Contact: John L. Emminger (717-772-2167)

- Pennsylvania Department of Education Guidelines for Approved In-Service Credit
- Pennsylvania Department of Education In-Service Course Writers' and Reviewers' Manual

Contact: Pat Stewart (717-783-1830)

- Induction and Professional Development Guidelines, May 1993

Contact: Carol Bellew (717-783-2862)

Thaddeus Stevens College of Technology

- View Book
- Student Handbook, 1998-99
- School Catalog, Fall 1999—Spring 2001

Contact: Paul Cameron (717-299-7751)

Bureau of Budget and Fiscal Management

- Planning Construction Workbook, Forms Used to Apply for Commonwealth Reimbursement for a School Construction Project

Contact: Carle Dixon Earp (717-787-5480)

- Revisions, Quarterly Reporting Information and Final Financial Reporting Information for the Job Training Partnership Act State Education Grant, 1998-99
- Vocational Education Fiscal Instructions for Projects Operating in Fiscal Year 1998-99
- Vocational Education Fiscal Instructions for Personnel Development Centers, Fiscal Year 1998-99
- School-To-Work Opportunities Act and State-Funded School-To-Work Programs, Financial Reporting Information for Fiscal Year 1998-99

Contact: Linda Brubaker (717-783-6870)

- Guidelines for Approval of Capital Expenses for Community Colleges
- Application for State Assistance for Construction of Community College Facilities
- Space Approval Formula for Community Colleges
- Procedures for Funding Institutional Equipment Grant Program
- Procedures for Funding Engineering Schools Equipment Grant Program

Contact: Larry Snell (717-787-5993)

- Individuals with Disabilities Education Act, Part B Administrative and Fiscal Guidelines
- Individuals with Disabilities Education Act Part B (IDEA-B) 1998-99 Administrative and Fiscal Guidelines for Rider H—Program Application of LEA; Rider I—Support Services and Rider J—Direct Services
- Individuals with Disabilities Education Act Part B (IDEA-B) 1998-99 Administrative and Fiscal Guidelines for Approved Private Schools
- Individuals with Disabilities Education Act Part B (IDEA-B) 1998-99 Administrative and Fiscal Guidelines for Institutions of Higher Education and other Nonpublic School Entities

Contact: Ralph Girolamo (717-783-6535)

DECISIONS:

Office of Chief Counsel Teacher Tenure Appeal Opinions

- Patricia A. Gorman v. East Allegheny School District, Teacher Tenure Appeal No. 4-96
- In Re: Petition of Stroudsburg Area School District, Teacher Tenure Appeal No. 6-96
- Bridget E. Kelly v. Stroudsburg Area School District, Teacher Tenure Appeal No. 6-96A

- Joseph G. Cesari v. North Schuylkill School District, Teacher Tenure Appeal No. 2-96
- Deborah N. Collins v. Bethlehem Area Vocational-Technical School, Teacher Tenure Appeal No. 3-96
- Renee Czubowicz-Drouse v. Mid Valley School District, Teacher Tenure Appeal No. 6-95
- Margaret M. McMackin v. Pittsburgh School District, Teacher Tenure Appeal No. 8-95
- Wayne Sousa v. Palisades School District, Teacher Tenure Appeal No. 10-95
- James D. Holt v. Muncy Area School District and Board of Directors, Teacher Tenure Appeal No. 12-94
- Roland H. Holvey v. Northumberland County Area Vocational-Technical School, Teacher Tenure Appeal No. 13-94
- Sally Bollinger v. Curwensville Area School District and Board of School Directors, Teacher Tenure Appeal No. 9-94
- William Dopko, et al. v. Riverside Board of School Directors, Teacher Tenure Appeal No. 2-94
- Callie Anderson, et al. v. Board of Education of the School District of Philadelphia, Teacher Tenure Appeal No. 16-94
- Patricia Peiffer v. Lake-Lehman School District, Teacher Tenure Appeal No. 9-93
- Mary Ellen Mela v. Morrisville School District, Teacher Tenure Appeal No. 5-95
- Angela Martino v. Philadelphia City School District, Teacher Tenure Appeal No. 7-95
- Deborah N. Collins v. Bethlehem Area Vocational-Technical School, Teacher Tenure Appeal No. 3-96
- Shawn-Kimberly Kocher v. Salisbury School District, Teacher Tenure Appeal No. 5-97
- Dale Kessler v. Line Mountain School District, Teacher Tenure Appeal No. 11-94
- Thomas Katruska v. Bethlehem-Center School District, Teacher Tenure Appeal No. 4-97

Contact: Carolyn Angelo (717-787-5500)

Certification Appeal Committee Decisions

- Colleen Sheptock, Certification Appeal #96-03
- Marlene Moore, Certification Appeal #96-04
- Jenny E. Kemps, Certification Appeal #96-06
- Rita Deol, Certification Appeal #96-07
- Ronald L. Keefer, Certification Appeal #96-08
- Anet Villani, Certification Appeal #96-09
- David W. Kunkel, Certification Appeal #96-11
- Gregory Tutusko, Certification Appeal #96-12
- Edward Patrick, Certification Appeal #96-14
- Patricia Gorman, Certification Appeal #96-16
- JoAnn Prinzivalli, Certification Appeal #96-17
- Michael Lechliter, Certification Appeal #97-01
- William Tolen, Certification Appeal #97-02
- Peter Coppelli, Certification Appeal #97-03
- Steven Miller, Certification Appeal #97-04
- Lisa Church, Certification Appeal #97-05
- William Beck, Certification Appeal #97-06
- Michael Trombley, Certification Appeal #97-08
- Michael Vitali, Certification Appeal #97-09
- John Rossman, Certification Appeal #97-10
- Brian Cote, Certification Appeal #97-11
- Lorraine Gill, Certification Appeal #97-12
- Manuel Morales, Certification Appeal #97-13
- Laura Lembo, Certification Appeal #97-14
- Matthew McGuire, Certification Appeal #97-15
- Alexander Toll, Certification Appeal #97-16
- Randy Gilgannon, Certification Appeal #97-17
- Alan Lutz, Certification Appeal #97-18
- Sarah Sabin, Certification Appeal #97-19
- Malcolm Conner, Certification Appeal #97-21

Contact: Beth Cornell (717-787-2414)

- Leonid Khazin, Certification Appeal #95-06
- Dr. Fred G. Loveland, Certification Appeal #95-07
- Karen Linker, Certification Appeal #96-01
- David G. Stephany, Certification Appeal #96-02

Contact: Frank Meehan (717-783-6785)

Teacher Decertification Decisions

- Commonwealth of Pennsylvania v. Benjamin Lucciola, DI-87-07
- Commonwealth of Pennsylvania v. Malachi Robinson, 1996-3

Contact: M. Patricia Fullerton (717-787-5500)

- Commonwealth of Pennsylvania v. Bobby Wilson

Contact: Joseph Miller (717-787-5500)

Food and Nutrition Decision

- Lower Kensington Environmental Center Youth Services, Child Care Food Program 1995-1

Contact: Roger R. Seip (717-787-5500)

- Tots Yearn to Learn, Inc.

Contact: Carolyn Angelo (717-787-5500)

- Cassoria Learning Centers, Inc.

Contact: Ernest N. Helling (717-787-5500)

- Blessed Hope S.D.C. Church

Contact: Ann St. Ledger (717-787-5500)

Professional Standards and Practices Commission Adjudications, Memoranda and/or Orders

- James F. Reid, RE-90-02
- Belinda M. Wilson, DI-94-19
- Edward Miscavage, DI-96-06
- Julio W. Wilson, DI-96-21
- Stephen M. Landini, DI-96-07
- Johnnie E. Tazel, DI-96-13
- Fred Yoder, DI-95-19
- Jane Howell Wacker, DI-96-10
- David L. Saveri, DI-92-11
- Robin B. Gates, DI-96-08
- Ulysses G. Comer, Jr., RE-93-02
- Rodney E. Miller, RE-94-01
- Timothy J. Melesenka, DI-96-36
- Santo J. Pagnani, DI-96-33
- Allan M. Popsack, DI-96-27
- Robert Relyea, DI-96-20
- Richard Kotarsky, DI-95-01
- David J. Miller, DI-96-01
- Barbara B. Scull, DI-96-34
- Harold Brown, DI-96-31
- David Hardy, DI-96-30
- Joseph Capellini, DI-96-32
- Benjamin D. Overley, DI-96-35
- Michael A. Martino, DI-96-28
- James D. Neuman, DI-94-09
- Frank C. Ceraso, DI-96-19
- John A. Carroll, DI-96-16

- Michael P. Cangi, DI-96-14
- Daniel P. Fahringer, DI-97-05
- Thomas E. Hoag, DI-97-01
- Curtis Newell, Jr., DI-94-01
- Joseph A. Vance, DI-95-21
- Michael Dohanic, RE-92-04
- William A. Pagats, DI-95-15
- John D. Cooper, DI-95-18
- Richard Colelli, DI-94-05
- Andrew J. Byrne, DI-92-27
- Denise Farr (Kaufman), DI-95-27
- Clement Mihaly, DI-95-03
- Martin Baracca, DI-92-08
- Gary E. Heitzman, DI-95-32
- Michael Rose, DI-91-13
- Henry P. Monyer, DI-95-25
- Stephen A. Knox, DI-95-26
- Paul A. LeClair, DI-95-31
- Sally Ann Ponder, DI-95-28
- Patricia Bumbera, DI-94-15
- Matthew S. Guenther, DI-96-22
- David Hardy, DI-96-30
- Melvin Miller, DI-97-02
- David D. DiMarino, DI-97-07
- Mark D. Maroni, DI-97-08
- John M. Greytock, DI-97-10
- Walter T. Miller, DI-97-11
- Juan E. Garcia, DI-97-18
- Vicki Lee Paulina, RE-96-01
- Richard Colelli, DI-94-05
- Mary Jane Pardue, DI-97-31
- John Carroll, DI-97-22
- Robert Dombloski, DI-97-23
- Lawrence Parks, DI-97-27
- Alfred Cressler, DI-97-29
- Barbara Scull, DI-96-34
- James B. Bone, DI-97-25
- Nathaniel Brown, DI-97-28
- Matthew Brose, DI-97-33
- Charles E. Steele, DI-97-15
- Mindy Rankowitz-Mezzy, DI-97-20
- Joseph W. Bickel, DI-97-38
- Elizabeth A. Mosely-Baker, DI-97-34
- Bonnie Nelson Lott, DI-97-36
- Lynn Shilling, DI-97-16
- Edward Savage, DI-97-39
- Carl Ellis, DI-97-42
- James Guzzo, DI-98-02
- Gary Serlo, DI-97-35

- Christopher Ciabattoni, DI-98-03
- Anthony Gabriel, RE-95-01
- Beth Bonow, DI-97-06

Contact: Dr. Warren D. Evans (717-787-6576)

State Board of Private Licensed Schools

- Security Officers Training Academy, 95-7
- Kittanning Truck Driving School, 95-9
- Andrew Blanco
- Wines, Steins and Cocktails, Ltd.

Contact: James G. Hobbs (717-783-8228)

Special Education Appeal Panel Decisions

In Re: The Educational Assignment of:

- Lynn K., #701
- Laura B., #702
- Shannon T., #703
- Jonathan G., #704
- Gregory P., #705
- Robert R., #706
- Willie F., #707
- Kristopher C., #708
- Karrie M., #709
- Laurie P., #710
- Black B., #711
- Michael G., #712
- Joel P., #713
- Ralph L., #714
- Michael F., #715
- Joshua T., #716

Contact: William Penn (717-783-6913)

- Bethany M., #717
- Brandon P., #718
- Monica V., #719
- Shannon T., #720
- Lisa G., #721
- Jeffrey R., #722
- Amy Jo G., #723
- Justin C., #724
- Alan G., #725
- Austin A., #726
- Mark S., #727
- Ryan D., #728
- Leanne S., #729
- Samuel L., #730
- Robert "Arie" F., #731
- Jamie F., #732
- Jessica P., #733
- Kayla R., #734
- Kayla R., #734-A
- Timothy P., #735

- Maevis J., #736
- Matthew Z., #737
- Ahmad H., #738
- Scott F., #739
- Douglas F., #740
- Anne C., #741
- John T., #742
- Grant G., #743-G
- Warren G., #743-W
- Scott B., #744
- Jesse P., #745
- Matthew C., #746
- Jared M., #747
- Matthew C., #748
- Billy Joe T., #749-A
- Michael C., #750
- Raymond I., Jr., #751
- Dwayne D., #752
- John O., #753
- Alex P., #754
- Luke B., #755
- Shawn G., #756
- Sheila G., #757
- Gregory P., #758
- Barry D., #759
- Nechama S., #760
- Nechama S., #760-A
- Rairdan D., #761
- Jared M., #762
- Susan F., #763
- Anthony B., #764
- Lonny K., #765
- Christopher M., #766
- Shane A., #767
- Michael G., #768
- Tiffani L., #769
- Matthew K., #770
- Richard N., #771
- Miranda J., #772
- Jesse R., #773
- Haven L., #774
- Bryan K., #775
- Sarah E., #776
- Gregory B., #777
- Michael R., #778
- Mir S., #779
- Gareth R., #780
- Joshua T., #781
- Donna C., #782

- Jared M., #783
- John H., #784
- Kimberly H., #785
- Angelo B., #786
- Lynn T., #787
- Kevin L., #788
- Michael R., #789
- Portia R., #790
- Matthew R., #791
- Dorian W., #792
- Christopher D., #793
- Erin O., #794
- Chrystal S., #795
- Wesley P., #796
- Lisbeth W., #797
- Christina S., #798
- David P., #799
- Meghan C., #800
- Andrew C., #801
- Joshua P., #802
- Jason S., #803
- Michael R., #804
- Michael R., #804-A
- Anthony R., #805
- Rairdan M., #806
- Gareth R., #807
- Pete P., #808
- Joseph K., #809
- Matthew K., #810
- Eddie S., #811
- Alexandra W., #812
- Louis C., #813
- James C., #814
- William G., #815
- Holly D., #816
- Christopher C., #817
- Mary W., #818
- Jason I., #819
- Henry T., #820
- Sharron G., #821
- Michael R., #822
- Grant G., #823
- Warren G., #824
- Pareese S., #825
- Brian B., #826
- Matthew S., #827
- Stanley S., #828
- Ryan R., #829
- Jared M., #830

- William P., #831
- Ian F., #832
- Teddy C., #833
- Michael C., #834

Contact: Samuel R. Bashore (717-783-6876)

School Construction Decisions

- In the Matter of: Reimbursement for the Rose Tree Media School District

Contact: James M. Sheehan (717-787-5500)

State Board of Private Academic Schools

- Christian Light Education Center
- Dynamic Springs Institute

Contact: Carol Strait (717-783-6840)

Deputy Secretary's Office of Postsecondary and Higher Education

- Adjudications—Memoranda and Orders of the Professional Standards and Practices Commission That May Suspend, Revoke or Reinstate Certificates of Educators

Contact: Dr. Warren D. Evans (717-787-6576)

Miscellaneous

- Farrell Area School District v. Commonwealth of Pennsylvania, Department of Education, Office of School Services

Contact: Marion Gray (717-783-3618)

- Office of Postsecondary/Higher Education v/ Robert w. Dinnen

Contact: George Shevlin (717-787-2967)

- Shane B. Peck v. Edward L. Rech, Office of Postsecondary/Higher Education, Division of Private Licensed Schools

Contact: James G. Hobbs (717-783-8228)

INTERNAL GUIDELINES:

Bureau of Special Education

- Compliance Monitoring System
- Procedures for Complaint Management
- Internal Policy: Transportation as a Related Service (May 13, 1997)

Contact: Jill Lichty (717-783-6917)

- Higher Education Initiative Grant Application Form

Contact: Geri Miller (717-772-3260)

- Internal Policy: Participation of Psychologists in Multidisciplinary Evaluations
- Internal Policy: Serving as a Representative of the District at Individualized Education Program Meetings
- Internal Policy: Signature of a Notice of Recommended Assignment

Contact: John Tommasini (717-783-6134)

Bureau of Management Services

- Right-to-Know Act Management Guide—Provides the Department's Policy on Providing Public Access to Agency Records
- Americans with Disabilities Act (ADA) Procedures/Management Guides—Provides the Department's Procedures for Providing Alternate Formats, Accommodations and Accessibility to Persons with Disabilities

Contact: Mitch Akers (717-783-9791)

Bureau of Community and Student Services

- Successful Students' Partnership Dropout Prevention Program Funding Application Guidelines
- Pregnant and Parenting Teen Funding Application Guidelines
- Education Leading to Employment and Career Training Funding Application Guidelines
- Single Parent/Teen Parent Program Competitive Funding Guidelines
- Learn and Serve America Request for Application Guidelines
- Safe Schools Grants Application Guidelines

Contact: Charles Spano (717-783-3755)

- Certificate of Eligibility of Migrant Education Children to Enroll in Program

- State Parent Involvement Committee Members for Migrant Education Program
- Travel Expense Policy for Reimbursement to Parents of Migrant Education Children Participating in State Parent Involvement Committee Meeting
- Equal Educational Opportunities to Pennsylvania Children Regardless of their Legal Status

Contact: Manuel Recio (717-783-6466)

Bureau of Teacher Preparation and Certification

- Interstate Agreement on Qualification of Educational Personnel—Policy for Certification of Educational Professionals Across State Jurisdictions

Contact: Susan Stewart (717-772-4508)

- Policy Regarding Acceptance on Educational Testing Service Facsimile Score Reports

Contact: Ron Simanovich (717-787-3470)

- Program Approval for Teacher Certification Programs: Chairperson's Handbook
- Program Approval for Teacher Certification Programs: Team Member's Handbook
- General Standards Interpretation and Guidelines: Review Team Worksheets

Contact: Samuel Marcus (717-787-3470)

Bureau of Adult Basic and Literacy Education

- Program Monitoring Review Field Guide

Contact: Cheryl Keenan (717-772-3737)

Bureau of Postsecondary Services

- Procedures Guidelines—Pennsylvania State Approving Agency, Division of Veterans/Military Education
- Operation Plan—Pennsylvania State Approving Agency, Division of Veterans/Military Education

Contact: Dr. Jane Stockdale (717-787-2414)

Bureau of Vocational-Technical Education

- On-Site Reapproval of Approved Nurse Aide Training Programs

Contact: Carlyn Forlizzi (717-783-6965)

- Federal Carl Perkins Vocational and Technical Education Local Performance Review/Report

Contact: Carroll A. Curtis (717-772-4851)

- Program Administration Manual: Policy and Procedures for Perkins Subgrants and Related State Grants

Contact: Jeff Bostic (717-787-8022)

- Establishing & Operating Effective Local Advisory Committees

Contact: Peggy Dell (717-787-8804)

- Pennsylvania Department of Education Methods of Administration for Complying with Civil Rights Guidelines in Vocational Education

Contact: Jimmy Futrell (717-787-8022)

- 1994-96 State Plan for Vocational and Applied Technology Education, Extended to 1996-98

Contact: Tom Winters (717-787-8022)

- Technical Preparation Articulation Agreements—PENN*LINK Announcement Describing Articulation Agreements

Contact: Tom Winters (717-787-8022)

Equal Educational Opportunity Office

- Manual for Deriving Indicators of Equal Opportunity for Higher Education in The Commonwealth of Pennsylvania

Contact: Carrie M. Patterson (717-783-9531)

- Act 101 Manual

- Act 101 Guidelines

Contact: Kathleen Kennedy (717-783-9188)

Bureau of Correction Education

- Guidelines for Education Programs in Adult State Correctional Institutions

- Guidelines for Education Programs in Youth Development Centers, Youth Forestry Camps and Youth Secure Units

Contact: William D. Mader (717-783-9224)

Thaddeus Stevens College of Technology

- Faculty Manual

Contact: Betty Tompos (717-299-7749)

OTHER

Bureau of State Library

- Disaster Response and Recovery Manual
- State Library of Pennsylvania Collection Development Policy

Contact: Mary Lou Sowden (717-783-5983)

- State Library of Pennsylvania Information Services Guidelines

Contact: Susan Payne (717-783-5986)

Bureau of Teacher Preparation and Certification

- Certification Testing Booklets

Contact: Ron Simanovich (717-787-3470)

Deputy Secretary's Office of Postsecondary and Higher Education

- Higher Education Gift Disclosure

Contact: Dr. Evelyn A. Mayer (717-787-7572)

- Professional Standards and Practices Commission—Pa. Code Title 22—Chapter 233 Bylaws—Statement of Policy, Annual Report, Statute (22 P. S. §§ 2070.1-2070.18)
- Postsecondary and Higher Education Operating Institutions of Higher Education in Pennsylvania Legally Authorized to Grant Degrees

Contact: Dr. Warren D. Evans (717-787-6576)

Bureau of Vocational-Technical Education

- The Area Vocational-Technical School Organization—A Technical Assistance Manual

Contact: Peggy Dell (717-787-8804)

- Community College Variable Stipend Program

Contact: John Bonchalk (717-783-6867)

Bureau of Curriculum and Academic Services

- Pennsylvania Comprehensive Reading Plan II, Reading, Writing and Talking Across the Curriculum

Contact: Diane Dickson (717-787-5482)

- "Blue Ribbon Schools, Elementary & Secondary School Recognition Programs" United States Department of Education Publication
- "Blue Ribbon Schools Nomination Packet" United States Department of Education Publication

Contact: Robert Burrows (717-783-1028)

Bureau of Budget and Fiscal Management

- Standard Contract for Food Service Management Services

Contact: Saeed Khokhar (717-787-3186) or (800-331-0129)

- School Construction Fact Sheet—A Brief Description of School Construction Procedures

Contact: Carle Dixon Earp (717-787-5480)

Scranton State School for the Deaf

- Office of Civil Rights Complaint #03911181 and 03911182 Assurance Statement, August 1992

Contact: Dorothy S. Bambach (717-963-4040)

EMERGENCY MANAGEMENT AGENCY

GUIDANCE & INFORMATION CIRCULARS (1997)

- C98-1 Weather Emergency Preparedness Exercise
- C98-2 Hazardous Material Response Fund (HMRF) Grant Guidance
- C98-3 Radiation Emergency Response Fund (RERF) Grant Guidance
- C98-4 State and Local Assistance Program Annual Submission
- C97-4 Movement of Authorized Persons on Commonwealth Highways During a Blizzard or Major Winter Storm
- C97-7 Hazardous Materials Emergency Preparedness (HMEP) Planning and Training Grant Guidance
- C97-8 Emergency Equipment, Materials and Supplies
- C97-9 Requirements for Preparation of Annual Update of County Hazardous Material Emergency Response Preparedness Assessment—Reporting Year 1997

- C97-10 Nuclear Power Plant Accident Emergency Worker Dosimetry and Potassium Iodide (KI)
- C95-1 Exercise Programs
- C95-4 Planning Guidance for Mass Fatalities Incidents
- C95-6 Guidance for Enforcement of the Hazardous Material Emergency Planning and Response Act (Act 1990-165)
- C95-8 Radiological Preparedness Program
- C95-9 Spent Nuclear Fuel Shipment, Radiation Transportation Emergency Response Fund (RTERF) Application Funding Guidance
- C95-10 Nuclear Power Plant Accident Emergency Worker Dosimetry and Potassium Iodide (KI)
- C93-1 Guidance for Appropriate Emergency Response to Spills or Leaks from Vehicle Fuel Tanks or Heating System Fuel Supply Tanks or Lines
- C92-5 "Superfund Amendments and Reauthorization Act of 1986" (SARA) Title III/Act 165 Matters
- 89-2 Evacuation Authority
- 89-7 PEMA's Correspondence Courses
- 3/10/81 Payment of Compensation Benefits for Accidental Injury Sustained by Duly Enrolled Emergency Management Volunteers (BOA)

Emergency Management Directives

- D97-1 Hazardous Material Response Teams in Pennsylvania
- D97-2 Act 1990-165 Facility and Vehicle Inspections
- D97-3 Testing Program and Protocol for State Emergency Voice Altering Network (SEVAN)
- D95-2 Instructor Classification System and Code of Professionalism
- D95-5 Review of Sara Off-Site Response Plans and Maintenance of State Emergency Operations Center Chemical Preparedness Data Base
- D93-5 Pennsylvania Emergency Incident Reporting System (PEIRS)
- D91-3 Firefighter's Memorial Flag
- D91-4 Guidelines for the Operation of a Fire Service Certification Advisory Committee
- D90-3 Emergency Management Training and Education
- D89-5 Change to Generic County EOP

CURRENT PEMA DIRECTIVES UNDER OLD SYSTEM:

- 1 4/24/79 Official Publications of Pennsylvania Emergency Management Agency
- 14 8/6/79 Files Retention and Disposition
- 33 11/17/80 Official Enrollment of Emergency Management Personnel
- 67 4/19/84 Affirmative Action
- 77 6/1/85 Training or Test Authorization Request

ENVIRONMENTAL HEARING BOARD

GUIDANCE MANUALS

- Filing Instructions
- Practice and Procedure Manual

Contact: William T. Phillipy, IV (717-787-3483)

ENVIRONMENTAL PROTECTION

POLICY STATEMENTS

Office of Policy and Communications

- Policy to Encourage Voluntary Compliance by Means of Environmental Audits DEP ID: 012-0840-001
- Secretary's Directive on Review of Existing Regulations/Technical Guidance Documents DEP ID: 012-0900-002
- Electronic Copies of Technical Guidance DEP ID: 012-0900-003
- Public Participation in the Development of Regulations and Technical Guidance DEP ID: 012-1920-001

Contact: Jonathan Brightbill 717-783-8727

- Policy/Acceptance/Community Environmental Projects In Lieu of Civil Penalties DEP ID: 12-4180-001

Contact: Terry Bossert 717-787-4449

Bureau of Land Recycling and Waste Management

- Exclusionary Siting Criteria—Hazardous Waste Treatment and Disposal DEP ID: 251-2000-704

- Revisions to Exclusionary Siting Criteria Document DEP ID: 251-2000-705
- Establishment of Household Hazardous Waste Program DEP ID: 251-2200-515
- Single Permit for Multiple Agricultural Usage Sites DEP ID: 254-2154-740

Contact: David Harris 717-787-9870

Bureau of Air Quality

- Compliance Strategy for Mushroom Composting Operations DEP ID: 273-5401-001

Contact: Todd Wallace 717-783-5901

- Ozone Transport Commission Nitrogen Oxide MOU DEP ID: 271-0600-001
- Waste Derives Liquid Fuel Policies DEP ID: 275-2101-009
- Air Toxics Policies DEP ID: 275-2101-010
- Volatile Organic Compounds DEP ID: 275-2101-015

Contact: Ralph Scanlan 717-787-9702

Bureau of Radiation Protection

- Instruction in Safe Operating Procedures DEP ID: 291-3100-001

Contact: Dennis Angelo 412-442-4225

Bureau of Waterways Engineering

- Interagency Agreement with the Susquehanna River Basin Commission DEP ID: 310-0600-002
- Agreement with the U.S. Army Corps of Engineers DEP ID: 310-0600-003
- Land Acquisition Policies DEP ID: 310-2139-002

Contact: Eugene Council 717-787-6826

Bureau of Water Quality Protection

- National Pollutant Discharge Elimination System Program Implementation DEP ID: 362-0600-001
- Agreement between Oil and Gas Management and Water Quality Protection Pollution Discharge DEP ID: 362-0600-002
- Policy for Permitting Surface Water Diversions DEP ID: 362-2000-003
- Policy for Establishing New Program Direction for Act 537 Comprehensive Planning DEP ID: 362-2206-007

Contact: Milt Lauch 717-787-8184

- Wetlands Protection Action Plan DEP ID: 363-0200-001
- Delegation of Authority for Chapters 105 and 106 DEP ID: 363-0200-002
- Pennsylvania Wetland Replacement Project DEP ID: 363-0200-003
- Delegation of Chapter 105 Functions to County Conservation Districts DEP ID: 363-0600-001
- Interagency Agreement with Susquehanna River Basin Commission DEP ID: 363-0600-002
- Agreement with the U.S. Army Corps of Engineers DEP ID: 363-0600-003
- General Policy on Review of Erosion and Sedimentation Control Plans DEP ID: 363-2200-011

Contact: Ken Reisinger 717-787-6827

Bureau of Water Supply Management

- DEP and Pennsylvania Infrastructure Investment Authority Agreement DEP ID: 381-5511-012
- Principles for Ground Water Pollution Prevention and Remediation DEP ID: 383-0800-001

Contact: Joseph Hoffman 717-787-5017

Bureau of Watershed Conservation

- Attorney General Opinion 361 re: 1939 Water Rights Act DEP ID: 392-2130-003
- Rescission of Water Rights DEP ID: 392-2130-004
- Policy for Regulation of Interbasin Transfers DEP ID: 392-2130-005
- Metering of Withdrawals under Orders of Confirmation DEP ID: 392-2130-006
- Permit Life DEP ID: 392-2130-008

Contact: Bill Gast 717-772-4048

Field Operations Deputate

- Policy for Model Permit Application Process DEP ID: 400-2000-300
- Policy for Authorizing Emergency Response Expenditure DEP ID: 400-5900-102
- Policy for Emergency Response Critiques DEP ID: 400-5900-103

- Policy for Authorities of DEP On-Scene Coordinators DEP ID: 400-5900-104
- Policy for Emergency Response Contracting DEP ID: 400-5900-105
- Policies for Authorities of DEP's Director of Emergency Response DEP ID: 400-5900-107
- Policy for Contracting with Fire Companies or HAZMAT Teams DEP ID: 400-5900-108
- Policy for Authorization of Emergency Transport and Storage of Hazardous Waste DEP ID: 400-5900-109
- Policy for Field Order Authorization of Emergency Response Team DEP ID: 400-5900-110
- Policy for Gasoline Fume Emergency Criteria DEP ID: 400-5900-112
- Hazardous Material and Hazardous Atmosphere Safety Policy DEP ID: 400-5900-114
- Confined Space Safety Policy DEP ID: 400-5900-115
- Policy for Electrofishing Personnel and Equipment Safety Policy DEP ID: 400-5900-116

Contact: Charles High 717-787-5027

Bureau of Mining and Reclamation

- Memorandum of Understanding with Pennsylvania Fish and Boat Commission DEP ID: 560-0600-101
- Memorandum of Understanding with Pennsylvania Game Commission DEP ID: 560-0600-102
- Interagency Agreement with PHMC DEP ID: 560-0600-104
- Interagency Agreement, Waste Management DEP ID: 560-0600-105
- Industrial Minerals Memorandum of Understanding—PFBC DEP ID: 560-0600-106
- Memorandum of Understanding Between the Office of Surface Mining and the Commonwealth of Pennsylvania DEP ID: 560-0600-204

Contact: Dottie Shellehamer 717-787-5103

DECISIONS—POLICY AND PROCEDURES

Office of Policy and Communications

- Policy and Procedures for Implementing the History Code DEP ID: 012-0700-001
- Implementation of the Agricultural Land Preservation Policy DEP ID: 012-0700-002
- Policy for Development, Approval and Distribution of Technical Guidance DEP ID: 012-0900-001

Contact: Jonathan Brightbill 717-783-8727

- Policy for Development, Approval and Distribution of Regulations DEP ID: 012-0820-001

Contact: Sharon Freeman 717-783-1303

Bureau of Land Recycling and Waste Management

- Reimbursement to Host County for Hazardous Review DEP ID: 251-5500-758
- Environmental Emergency Response Actions DEP ID: 253-4500-608
- Environmental Emergency Response Program Response Actions DEP ID: 253-5800-638
- Clean Fill Policy and Procedures DEP ID: 254-2000-715
- Local Municipality Involvement Process DEP ID: 254-2100-100
- Environmental Assessment Process, Phase I Review DEP ID: 254-2100-101
- Municipal Waste Facility Review—Traffic Analysis DEP ID: 254-2100-102
- Process for Evaluating Daily Volume DEP ID: 254-2100-103
- Policy and Procedures for Municipal Waste Facilities—Equivalency Approvals DEP ID: 254-2100-727
- Municipal Sludges Allowed at Agricultural Utilization Sites DEP ID: 254-2154-720
- Policy and Procedures for Infectious Waste Definition DEP ID: 254-2167-726

Contact: David Harris 717-787-9870

Bureau of Air Quality

- Employer Trip Reduction Policy DEP ID: 271-5000-001
- Compliance Assurance Policy for Cement Kilns with CEMS DEP ID: 273-4000-001
- Compliance Assurance Policy for Hospital Waste Incinerators DEP ID: 273-4000-002
- Compliance Assurance Policy for Municipal Waste Incinerators, Including Revisions DEP ID: 273-4000-003
- Enforcement Policy for CEMS on Fluid Catalytic Cracking Units DEP ID: 273-4000-004
- Enforcement Policy for CEMS and Coal Sampling/Analysis Systems DEP ID: 273-4000-005
- Air Pollution Control Act/Compliance History Review/Civil Penalty Assessment Procedure DEP ID: 273-4100-005

Contact: Ralph Scanlan 717-787-9702

Bureau of Radiation Protection

- Policy and Procedures Summary, Radiation Control Division DEP ID: 291-0400-001
- Compliance and Enforcement Policy DEP ID: 291-4100-001
- Policy and Procedures, Nuclear Safety Division, Nuclear Safety Section DEP ID: 293-0400-001
- Low Level Radioactive Waste Section Policies and Procedures DEP ID: 293-0400-002
- Radon Certification Policy DEP ID: 294-2309-001

Contact: Marianne Hansen 717-787-3720

Bureau of Water Quality Protection

- Concentrated Animal Feeding Operations Policy DEP ID: 362-2000-010

Contact: Carol Young 717-787-8104

- Pennsylvania Sewage Facilities Act 537, Enforcement Reimbursement DEP ID: 362-5512-001
- Act 537 Sewage Facilities Planning Grants DEP ID: 362-5512-002

Contact: Milt Lauch 717-787-8184

Bureau of Water Supply Management

- Capital Grants for Sewerage Construction DEP ID: 381-5500-001
- PENNVEST Wastewater Projects Inspection/Change Order Review DEP ID: 381-5511-001
- Performance Certification for PENNVEST Funded Projects DEP ID: 381-5511-002
- Value Engineering Analysis, Water Pollution Control Revolving Fund DEP ID: 381-5511-005
- Cost Effectiveness Review—PENNVEST Funded Projects DEP ID: 381-5511-007

Contact: Bob Gibson 717-787-3481

- Guidance on the Utilization of Minority and Women's Business Enterprise Firms DEP ID: 381-5511-014

Contact: Tony Maisano 717-782-4055

- Guidance for the Review and Processing of Act 339 State Grants for Operation of Sewage Treatment Works DEP ID: 381-5513-001

Contact: Joseph Hoffman 717-787-5017

Bureau of Watershed Conservation

- General Policy and Procedures for the Review of Water Allocation Permit Applications DEP ID: 392-2130-001

Contact: Bill Gast 717-787-4048

- Implementation of Act 16 DEP ID: 393-0900-015
- Implementation of Act 34 DEP ID: 393-0900-016
- Requirements for Registration of Aboveground Storage Tanks and Underground Storage Tanks DEP ID: 393-0900-017

Contact: Tammy Young 717-772-5831

Bureau of Oil and Gas Management

- Technical Services Manual DEP ID: 550-2100-003
- Compliance Monitoring and Enforcement Policy DEP ID: 550-4000-001

Contact: Frank Bialas 717-772-2199

Bureau of Mining and Reclamation

- Review of Surface Mine Permit Applications by the Pennsylvania Fish and Boat Commission DEP ID: 560-0700-302
- Review of Surface Mine Permit Applications by the Pennsylvania Game Commission DEP ID: 560-0700-303
- Review of Surface Mine Applications on High Quality Waters DEP ID: 560-0700-304

Contact: Dottie Shellehamer 717-787-5103

EXTERNAL GUIDELINES—PROCEDURES FOR MEMBERS OF THE PUBLIC**Office of Policy and Communications**

- Advisory Committee Guidelines DEP ID: 012-1920-002

Contact: Barbara Sexton 717-783-8727

- 1999 Environmental Education Grants Program Manual and Forms DEP ID: 012-5500-001

Contact: Helen Olena 717-772-1828

Bureau of Land Recycling and Waste Management

- Best Practices for Environmental Protection in the Mushroom Farm Community DEP ID: 254-5401-001
- Guidelines for Yard Waste Composting Facilities DEP ID: 254-5403-100

Contact: David Harris 717-787-9870

Bureau of Water Supply Management

- Working Guide to the Lead and Copper Rule DEP ID: 383-0300-107
- Summary of Key Requirements, Community Water Systems DEP ID: 383-0810-101
- Summary of Key Requirements for Total Coliform Rule DEP ID: 383-0810-102
- Summary of Key Requirements for Phase 2 & Phase 5 Wellhead Protection Rule DEP ID: 383-0810-105
- Summary of Key Requirements for Surface Water Filtration Rule DEP ID: 383-0810-106
- Summary of Key Requirements for Lead and Copper Rule DEP ID: 383-0810-107
- Summary of Key Requirements for Transient, Non-Community Water Systems DEP ID: 383-0810-201
- Summary of Key Requirements for Bottled Water Systems DEP ID: 383-0810-203
- Summary of Key Requirements for Surface Water Identification Protocol DEP ID: 383-0810-206
- Summary of Key Requirements, Non-Transient, Non-Community Water Systems DEP ID: 383-0810-301
- Summary of Key Requirements for Vended/Bulk Water Hauling DEP ID: 383-0810-303
- Summary of Key Requirements for Consecutive Water Systems DEP ID: 383-0810-401
- Public Water Supply Manual, Part 2 DEP ID: 383-2125-108
- Public Water Supply Manual, Part 3 DEP ID: 383-2126-303
- Public Water Supply Manual, Part 4 DEP ID: 383-2128-108
- Corrosion Control Treatment—Basic Feasibility Study DEP ID: 383-3000-307
- Public Water Supply Manual, Part 7 DEP ID: 383-3100-111
- Public Water Supply Manual, Part 5, Sections 1 & 2 DEP ID: 383-3110-111
- Public Water Supply Manual, Part 5, Appendix A DEP ID: 383-3110-211
- Laboratory Reporting Instructions for Total and Fecal Coliform Bacteria DEP ID: 383-3301-102
- Laboratory Reporting Instructions for Bottled and Vended Water DEP ID: 383-3301-103
- Laboratory Reporting Instructions for Chemical Contaminants DEP ID: 383-3301-105
- Filter Rule Reporting Instructions and Public Water Systems Using Filtered Surface Water DEP ID: 383-3301-106
- Laboratory Reporting Instructions, Lead and Copper Rule DEP ID: 383-3301-107
- Laboratory Reporting Instructions/ Radiological Contaminants/ Drinking Water Distribution DEP ID: 383-3301-205
- Laboratory Reporting Instructions for Public Systems Using Unfiltered Surface Water DEP ID: 383-3301-206
- Laboratory Reporting Instructions for Total Trihalomethanes DEP ID: 383-3301-305
- Laboratory Reporting Instructions for Unregulated Chemical Contaminants DEP ID: 383-3301-405
- Small Water Systems Regionalization Grant Program DEP ID: 383-5500-213
- Formation of Water Authorities Grant Program DEP ID: 383-5500-413
- County Water Supply Planning DEP ID: 383-5500-513
- Public Water Supply Manual, Part 6 DEP ID: 383-5900-111

Contact: Joseph Hoffman 717-787-5017

Bureau of Watershed Conservation

- Guidance for the Bluff Recession and Setback Act DEP ID: 394-5402-001

Contact: Shamus Malone 717-772-5621

- Summary of the Technical Requirements for Aboveground Storage Tanks DEP ID: 393-0900-018
- Summary of the Simplified Program for Small Aboveground Storage Tanks DEP ID: 393-0900-019
- Summary of the Technical Requirements for Underground Storage Tanks DEP ID: 393-0900-020
- UST/AST Variances DEP ID: 393-0900-021
- Final Rulemaking: Chapter 245, Subchapters A&B DEP ID: 393-2300-001
- Summary of the Permitting of Underground and Aboveground Storage Tank Systems Facilities DEP ID: 393-2318-004

Contact: Tammy Young 717-772-5831

Office of Pollution Prevention and Compliance Assistance

- Guidance for Pollution Prevention and Energy Efficiency Site Visits DEP ID: 700-5600-001

Contact: Robert Zaccano 717-657-4121

GUIDANCE MANUALS**Bureau of Land Recycling and Waste Management**

- Off-Site Audit Manual for Hazardous Sites Cleanup Program DEP ID: 253-5700-621

Contact: David Harris 717-787-9870

Bureau of Air Quality

- Continuous Source Monitoring Manual DEP ID: 274-0300-001
- Source Testing Manual DEP ID: 274-0300-002

Contact: Ralph Scanlan 717-787-9702

Bureau of Radiation Protection

- Nuclear Power Generating Station Incident Manual DEP ID: 292-0400-002

Contact: Randolph Easton 717-783-6003

Bureau of Waterways Engineering

- Compliance Assistance and Enforcement Manual DEP ID: 310-0400-001

Contact: Eugene Council 717-787-6826

Bureau of Water Quality Protection

- Domestic Wastewater Facilities Manual DEP ID: 362-0300-001
- Small Flow Sewage Treatment Facility Manual DEP ID: 362-0300-002
- Sewage Facilities Planning: Preparing Act 537 Update Revisions DEP ID: 362-0300-003
- Industrial Wastewater Manual DEP ID: 362-0300-004
- Technical Guidance for the Development and Specification of Effluent Limitations and Other Permit Conditions in NPDES Permits DEP ID: 362-0400-001
- Manual for Land Application of Treated Sewage and Industrial Wastewaters DEP ID: 362-2000-009
- Field Manual for Compliance Orders DEP ID: 362-4000-002

Contact: Milt Lauch 717-787-8184

- Design Criteria — Wetlands Replacement/Monitoring DEP ID: 363-0300-001
- Erosion and Sedimentation Pollution Control Manual DEP ID: 363-2134-008
- Earth Disturbance Permit Policies/Procedures DEP ID: 363-2134-010
- Compliance Assistance and Enforcement Manual DEP ID: 363-4000-001

Contact: Ken Reisinger 717-787-6827

Bureau of Water Supply Management

- Ground Source Heat Pump Manual DEP ID: 383-0300-001
- Safe Drinking Water Program Field and Staff Handbook DEP ID: 383-0400-101
- Total Coliform Rule Staff Handbook DEP ID: 383-0400-102
- Bottled, Vended, Retail and Bulk Water Staff Handbook DEP ID: 383-0400-103
- Health Effects/Risk Management Staff Handbook DEP ID: 383-0400-104
- Inorganic, Volatile Organic and Synthetic Organic Chemicals Staff Handbook DEP ID: 383-0400-105
- Surface Water Treatment Safe Drinking Water Program Staff Handbook DEP ID: 383-0400-106
- Staff Handbook, Lead and Copper Rule DEP ID: 383-0400-107
- Permitting and Plan Review Staff Handbook DEP ID: 383-0400-108
- Data Management Staff Handbook DEP ID: 383-0400-109
- Safe Drinking Water Program Compliance Strategy DEP ID: 383-0400-110
- Safe Drinking Water Program General Staff Handbook DEP ID: 383-0400-111
- Financial Assistance Management Safe Drinking Water Program Staff Handbook DEP ID: 383-0400-113
- Pennsylvania Drinking Water Information System (PADWIS) Inventory User's Manual DEP ID: 383-3310-109

Contact: Joseph Hoffman 717-787-5017

Bureau of Watershed Conservation

- Special Protection Waters Implementation Handbook DEP ID: 391-0300-002

Contact: Rick Shertzer 717-787-9637

- Commonwealth of Pennsylvania Coastal Zone Management Program and Final Environmental Impact Statement DEP ID: 394-0300-001

Contact: Lawrence Toth 717-772-5622

Bureau of Oil and Gas Management

- Operator's Manual DEP ID: 550-0300-001
- Oil and Gas Wastewater Permitting Manual DEP ID: 550-2100-002
- Guidelines for Submitting Oil/Gas Bonds DEP ID: 550-2500-101

Contact: Frank Bialas 717-772-2199

Bureau of Mining and Reclamation

- Engineering Manual for Coal Mining Operations DEP ID: 563-0300-101
- Overburden Analysis Manual DEP ID: 563-0300-102

Contact: Evan Shuster 717-783-8845

Bureau of Deep Mine Safety

- Deep Mine Safety Program Guidance Manual DEP ID: 580-3000-001

Contact: Matt Bertovich 724-439-7304

INTERNAL GUIDELINES—PROCEDURES FOR DEP STAFF

Office of Policy and Communications

- Data Standards for Names and Addresses DEP ID: 012-0830-001
- Data Standards for Pennsylvania Municipality Codes and Names DEP ID: 012-0830-002

Contact: Kim Nelson 717-787-3534

Bureau of Laboratories

- Critical Elements for Certification of Laboratories for Chemistry DEP ID: 150-2302-001
- Critical Elements for Certification of Laboratories for Microbiology DEP ID: 150-2302-002
- Critical Elements for Certification of Laboratories for Radionuclides DEP ID: 150-2302-003

Contact: Ted Lyter 717-783-7150

Bureau of Land Recycling and Waste Management

- Permit Applications with Out-of-State Notarizations DEP ID: 250-2100-751
- Quality Assurance Program DEP ID: 250-3100-401
- Execution of Release Forms by BLRWM Field Inspectors DEP ID: 250-3120-320
- Purge Water from Ground Water Sampling DEP ID: 250-3130-763
- Calculation of Civil Penalties DEP ID: 250-4180-302
- Risk Assessment Guidelines for Facilities Burning Hazardous Waste DEP ID: 251-0300-402
- Time Frames for Application of Hazardous Waste Exclusionary Siting Criteria DEP ID: 251-2000-706
- Hazardous Sites Cleanup Act, Pre-Application Meetings DEP ID: 251-2100-203
- Change of Ownership/Transfer of Permit DEP ID: 251-2100-754
- Review Procedure for Hazardous Waste Transfer Facilities for PBR Status DEP ID: 251-2149-713
- Household Hazardous Waste Collection Program DEP ID: 251-2200-502
- Review of Residual and Hazardous Waste Source Reduction Strategy DEP ID: 252-6600-516
- Pennsylvania Applicable, Relevant and Appropriate Requirements (ARARs) DEP ID: 253-4500-606
- Mitigating Remedies under the Orphan Sites Program DEP ID: 253-4500-613
- Issuance of Grants for Technical Evaluations under HSCA DEP ID: 253-5500-612
- Community Relations Activities for State HSCA and Federal Superfund Programs DEP ID: 253-5700-632
- Preparation of Analysis of Alternatives/HSCA Proposed Response Document DEP ID: 253-5700-634
- Areas where Municipal Waste Landfills are Prohibited DEP ID: 254-2153-721
- Leak Detection Tests for Installed Liners DEP ID: 254-2153-723
- Use of Waste Tires/Tire Derived Materials at Landfills DEP ID: 254-2153-748
- Pumping Requirements for Construction/Demolition Landfills in Noncoal Mines DEP ID: 254-2157-717
- Liners for Construction/Demolition Waste Landfills DEP ID: 254-2157-718
- Issue of Emergency Municipal Waste Transfer DEP ID: 254-2158-745
- Management of Municipal Ash Waste from Resource Recovery Facility DEP ID: 254-2160-762
- Approval of Beneficial Use by Order of DEP DEP ID: 254-2163-719

- Management of Waste Tires DEP ID: 254-2163-742
- Clarification of the Identification of Infectious Waste Generators DEP ID: 254-2167-702
- Co-Mingling of Infectious & Chemotherapeutic Waste in One Container DEP ID: 254-2167-703
- Procedures for Container/Vehicle Decontamination & Small Spill Cleanup DEP ID: 254-2167-708
- Clarification of Requirements Related to Storage Bags DEP ID: 254-2167-709
- Clarification of Permit-by-Rule Provision for Mixed Waste with Residual Waste DEP ID: 254-2167- 712
- Temporary Storage & In-Transit Provisions during Transport or Transfer DEP ID: 254-2167-725
- Approval of Act 101 Municipal Waste Management Plan Revisions DEP ID: 254-2212-504
- Proper Identification and Disposal of Mixed Loads of Municipal and Residual Waste DEP ID: 254-4000-749
- County Option to Retain or Eliminate Municipal Waste Flow Control DEP ID: 257-2212-501
- New Waste Streams Review DEP ID: 258-2000-764
- General Permitting Procedure DEP ID: 258-2000-765
- Municipal Waste-Like Permitting Guidance DEP ID: 258-2000-766
- Chemical Analysis DEP ID: 258-2000-767
- Implementation Guidance DEP ID: 258-2000-768
- Disposal of Municipal-Like Residual Waste DEP ID: 258-2100-747
- Co-Product Determinations in Residual Waste Program DEP ID: 258-2100-769
- Interim Operating Requirements for Permitted and Unpermitted Facilities DEP ID: 258-2181-771
- Criteria for Use of Various Materials as Clean Fill DEP ID: 258-2182-773
- Cleanup Standards under the Residual Waste Regulations DEP ID: 258-5100-761

Contact: David Harris 717-787-9870

Bureau of Air Quality

- Interim Compliance Strategy on RACT for NOx Sources with CEMS DEP ID: 273-4000-007
- DEP/EPA Asbestos Demolition/Renovation Civil Penalty Policy DEP ID: 273-4130-001
- Guidance for Application of Regional Civil Assessment Procedure DEP ID: 273-4130-003
- Compliance Docket Procedure DEP ID: 273-4130-004
- Stage II Penalty Assessment Guidance DEP ID: 273-4130-005
- Stage I Penalty Assessment Guidance DEP ID: 273-4130-006
- Stage II Enforcement Strategy DEP ID: 273-4130-007
- Air Quality Operating Permit—Protocol DEP ID: 275-2101-001
- Air Quality Operating Permit—Permitting Procedures DEP ID: 275-2101-002
- Air Quality Operating Permit Exemptions DEP ID: 275-2101-003
- Air Quality Operating Permit—Modification/Reactivation DEP ID: 275-2101-004
- Air Quality Operating Permit—Delegation Conditions and Policy Performance Test Waivers DEP ID: 275-2101-005
- Air Quality Operating Permit—Requirements DEP ID: 275-2101-006
- Air Quality Operating Permit—Best Available Technology and Other Permitting Criteria DEP ID: 275-2101-007
- Air Quality Operating Permit—Hazardous Waste Incineration DEP ID: 275-2101-008
- Air Quality Operating Permit—Public Notification DEP ID: 275-2101-011
- Air Quality Operating Permit—Prevention of Significant Deterioration DEP ID: 275-2101-014
- Air Quality Operating Permit—Continuous Source Monitors DEP ID: 275-2101-016

Contact: Ralph Scanlan 717-787-9702

Bureau of Radiation Protection

- Radon Mitigation Standards DEP ID: 294-2309-002

Contact: Robert Lewis 717-783-3594

Bureau of Waterways Engineering

- Criteria and Fees for Dam Safety Limited Power Permits DEP ID: 310-2140-001
- Annual Inspection Policy DEP ID: 310-3120-001
- Category 3 Dam Inspection Report Form DEP ID: 310-3140-002

Contact: Eugene Council 717-787-3411

Bureau of Water Quality Protection

- Chesapeake Bay Financial Assistance Funding Program Guidance DEP ID: 361-5500-004

Contact: Cedric Karper 717-783-7577

- Permitting Policy and Procedure Manual DEP ID: 362-2000-001
- Subsurface Disposal of Car Wash Waste DEP ID: 362-2000-005
- Conducting Technical Reviews of Water Quality Protection (Part II) Permit DEP ID: 362-2000-007
- Conducting Technical Reviews of Minor NPDES Renewal Applications DEP ID: 362-2000-008
- Technical Guidance for Permitting Landfill Leachate Discharges DEP ID: 362-2183-001
- Technology-Based Control Requirements for Water Treatment Plant Wastes DEP ID: 362-2183-003
- Technical Guidance for Development of Permit Requirements for Steam Electric Industry DEP ID: 362-2183-004
- Review and Coordination of Chapter 94 Reports and Act 537 Planning DEP ID: 362-2206-001
- Impact/Subsurface Disposal on Ground Water Nitrate-Nitrogen Levels DEP ID: 362-2207-004
- Administration of Fee Collection for Planning Module Reviews DEP ID: 362-2207-008
- Municipal Guidance—Reconstructive Planning DEP ID: 362-2208-002
- Calculation of Contingent Penalties for Effluent Violations DEP ID: 362-4000-001
- Guidance for Civil Penalty Calculation for Effluent Violations DEP ID: 362-4180-001
- Civil Penalty Assessment Procedures for Pollution Incidents DEP ID: 362-4180-002
- Calculation of Civil Penalties for Willfulness DEP ID: 362-4180-003

Contact: Milt Lauch 717-787-8184

- Criteria and Fees for Waterways Management Limited Power Permits DEP ID: 363-2140-001
- Chapter 105 General Permits DEP ID: 363-2141-001
- NPDES Permit: Discharge of Storm Water from Construction Activities DEP ID: 363-2191-014
- Erosion/Sedimentation Control: Plan Development/Checklists/Worksheets/Details/Notes DEP ID: 363-2218-009
- Guidelines for Determining Bonds DEP ID: 363-2505-001
- Complaint Handling/Problem Assessment for Conservation Districts DEP ID: 363-3000-012
- Inspection of Earth Disturbance Sites DEP ID: 363-3000-013

Contact: Ken Reisinger 717-787-6827

Bureau of Water Supply Management

- A State Environmental Review Process for Pennsylvania DEP ID: 381-5511-013
- Categorical Exclusion Provisions—PENNVEST Funded Projects DEP ID: 381-5511-015

Contact: Robert Gibson 717-787-3481

- Guidance for Construction and Operation Permits DEP ID: 383-2000-108
- Pilot Plant Filtration Studies for Filtration of Surface Sources DEP ID: 383-2000-208
- DEP Permit Guide to Public Water Systems DEP ID: 383-2100-108
- Permitting of Vended Water Systems DEP ID: 383-2126-103
- Permitting of Retail Water Facilities DEP ID: 383-2126-203
- Permitting of Bulk Water Hauling Systems DEP ID: 383-2127-103
- Review/Approval of Existing Well Water Source Public System Use DEP ID: 383-2200-108
- Safe Drinking Water Program Field Related Compliance DEP ID: 383-3000-101
- Program Guidance on the Total Coliform Rule DEP ID: 383-3000-102
- Surveillance Strategy and Implementation Guidelines DEP ID: 383-3120-101
- Filter Plant Performance Evaluations and Response DEP ID: 383-3120-106
- Giardia Sampling and Response DEP ID: 383-3130-106
- New Source Sampling Requirements for Surface Water Sources DEP ID: 383-3130-108
- Community and Non-Transient, Non-Community Water Systems: New Source Sampling For Groundwater Sources DEP ID: 383-3130-208
- Transient, Non-Community Water Systems: New Source Sampling Requirements for Groundwater Sources DEP ID: 383-3130-308
- Groundwater Quality Monitoring Network: Ambient and Fixed Station Network (FSN) DEP ID: 383-3200-009
- Quality Assurance Work Plans for Groundwater Monitoring Stations DEP ID: 383-3200-016

- Pennsylvania Drinking Water Information System Inventory Reports by PWSID DEP ID: 383-3310-209
- Pennsylvania Drinking Water Information System Violation and Enforcement Users Manual DEP ID: 383-3310-409
- Pennsylvania Vulnerability Assessment Summary DEP ID: 383-3500-105
- Guidance for Surface Water Identification DEP ID: 383-3500-106
- Surface Water Identification Protocol—NCWS DEP ID: 383-3500-112
- PENNVEST Guidance DEP ID: 383-5500-113

Contact: Joseph Hoffman 717-787-5017

Bureau of Watershed Conservation

- Establishment of Alternate Thermal Effluent Limitations DEP ID: 391-2000-002
- Determining Water Quality Based Point Source Effluent Limits DEP ID: 391-2000-003
- Implementation Guidance Design Conditions DEP ID: 391-2000-006
- Implementation Guidance for Water Quality Analysis Model (6.3) DEP ID: 391-2000-007
- Implementation Guidance for the Sampling and Analysis of Osmotic Pressure DEP ID: 391-2000-008
- Implementation Guidance/Sec. 95.6 Phosphorus Discharges in Lakes, Ponds and Impoundments DEP ID: 391-2000-010
- PENTOXSD Technical Reference Guide DEP ID: 391-2000-011
- PENTOXSD Users Guide DEP ID: 391-2000-012
- Implementation Guidance of Section 93.7 Ammonia Criteria DEP ID: 391-2000-013
- Implementation Guidance for Evaluating Wastewater Discharges to Drainage Ditches and Swales DEP ID: 391-2000-014
- Implementation Guidance for Total Residual Chlorine (TRC) Regulation DEP ID: 391-2000-015
- Implementation Guidance for Temperature Criteria DEP ID: 391-2000-017
- Implementation Guidance for Section 95.9 Phosphorus Discharges to Free Flowing Streams DEP ID: 391-2000-018
- Implementation Guidance for Application of Section 93.5(e) DEP ID: 391-2000-019
- Protocol for Estimating First Order Pollutant Fate Coefficients and Volatile Organic Substances DEP ID: 391-2000-020

Contact: Chuck Yingling 717-783-2958

- Quality Assurance Work Plan: Cause/Effect Surveys DEP ID: 391-3200-003
- Aquatic Life Use Attainability Studies—Flow Water & Impoundment DEP ID: 391-3200-004
- Aquatic Life Special Water Quality Protection Survey DEP ID: 391-3200-005
- Quality Assurance Work Plan: Toxics Surveys DEP ID: 391-3200-006
- Stream Enrichment Risk Analysis DEP ID: 391-3200-007
- Quality Assurance Work Plan: Advanced Treatment Model Calibration Verification Surveys DEP ID: 391-3200-008
- Standardized Biological Field Collection & Laboratory Methods DEP ID: 391-3200-010
- Evaluation of Phosphorus to Lakes, Ponds and Impoundments DEP ID: 391-3200-013

Contact: Rick Shertzer 717-783-4423

- Subsidiary Water Allocation Permit Requirement DEP ID: 392-2130-002
- Constant Gallons per Capita per Day (GPCD) DEP ID: 392-2130-007
- Recognizing Succession to Water Rights as a Result of Changes of Ownership DEP ID: 392-2130-012

Contact: Bill Gast 717-787-4048

- Stationary/Non-Stationary Tanks DEP ID: 393-0900-006
- Exemption from Registration Fees for Volunteer Fire Companies/Volunteer EMS Organizations DEP ID: 393-0900-009
- Modification and Maintenance Issues DEP ID: 393-0900-011
- Storage Tank Cleaning Activities DEP ID: 393-0900-012
- Applicability of 40 CFR, Subpart 280, Sub G to Previously Closed Tanks DEP ID: 393-0900-014
- Implementation of Act 16 DEP ID: 393-0900-015
- ASNT Level II Certification DEP ID: 393-2318-001
- PE Certification for Aboveground Storage Tanks (ASTs) DEP ID: 393-2318-002
- Upgrade Requirements/Substantial Modification of Underground Storage Tanks DEP ID: 393-2318-003
- Permeability of Secondary Containment & Emergency Containment DEP ID: 393-3300-002
- Penalty Assessment Matrix DEP ID: 393-4180-001
- Storage Tank Program Compliance Assistance Strategy DEP ID: 393-4180-002

Contact: Tammy Young 717-772-5831

Field Operations Deputate

- Emergency Operations Plan DEP ID: 400-5900-101
- Procedures for Emergency Contracting to Extinguish Mine Fire DEP ID: 400-5900-111
- Chlorine Safety Procedures DEP ID: 400-5900-113

Contact: Charles High 717-787-5027

Bureau of Oil and Gas Management

- Administrative Policies and Procedures Manual DEP ID: 550-2000-001

Contact: Frank Bialas 717-772-2199

Bureau of Mining and Reclamation

- SOAP and ROAP Application Processing and Preassignment Field Conference DEP ID: 561-2305-201
- Small Operator and Remining Operator Assistance Programs (SOAP & ROAP) Report Review DEP ID: 561-2305-203
- SOAP and ROAP Applicant Liability and Reimbursement Procedure DEP ID: 561-2305-601
- Mine Subsidence Insurance (MSI) Coverage Issuance Procedures DEP ID: 561-5300-101
- Mine Subsidence Insurance (MSI) Damage Claim Processing Procedures DEP ID: 561-5300-201

Contact: Dottie Shellehamer 717-787-5103

- Licensing, Name Changes DEP ID: 562-2000-703
- Municipal Mining Licenses, Permits and Bonds DEP ID: 562-2100-704
- Prompt Closure of Abandoned Underground Mine Openings DEP ID: 562-2112-315
- Sealing Mine Openings, Bituminous DEP ID: 562-2112-316
- Sealing Mine Openings, Anthracite DEP ID: 562-2112-317
- Bituminous Coal Surface Mining/Blasting Near Utilities and Pipelines DEP ID: 562-2112-503
- Blasting Complaint Protocol DEP ID: 562-2112-504
- Blaster's License Suspension and Revocation Procedure DEP ID: 562-2402-501
- Drop Trailer and Tanker Guidelines DEP ID: 562-2403-505
- Insurance Requirements and Water Supply Replacement Assurance DEP ID: 562-2500-702
- Surety Reclamation of Bond Forfeiture Sites DEP ID: 562-2504-312
- Inspections DEP ID: 562-3000-102
- Field Evaluation of Pit Size Variances DEP ID: 562-3000-105
- Applicant Violator System (AVS) Inspections DEP ID: 562-3000-110
- Applicant Violator System (AVS) Compliance DEP ID: 562-3000-802
- Fixing Water Samples DEP ID: 562-3200-203
- Normal/Favorable Planting Season DEP ID: 562-3200-205
- Investigating Citizen's Complaints DEP ID: 562-3900-402
- Citizen's Complaints: Appeal Procedure DEP ID: 562-3900-403
- Compliance/Enforcement Procedures DEP ID: 562-4100-301
- Alternative Enforcement DEP ID: 562-4100-307
- Bond Forfeiture DEP ID: 562-4170-308
- Civil Penalty Assessments DEP ID: 562-4180-306
- Reclamation in Lieu of Cash Payment for Civil Penalties DEP ID: 562-4180-309
- Bankrupt Surety Company Bond Replacement Requirements and Civil Penalty Calculations DEP ID: 562-4180-310
- Civil Penalty Collections DEP ID: 562-4180-311
- Coal Exploration DEP ID: 563-2000-102
- Coal Exploration by Slope Development DEP ID: 563-2000-105
- Noncoal Underground Mine Permit Applications DEP ID: 563-2000-203
- Homeowner Notification of Right to Pre-Blast Survey (Industrial Minerals) DEP ID: 563-2000-204
- Right-of-Entry DEP ID: 563-2000-208
- Review Process for the Approval of Bituminous Coal Blast Plan DEP ID: 563-2000-223
- Beneficial Use of Sewage Sludge at Active Mine Sites DEP ID: 563-2000-602

- Roads Associated with Coal Mining Activities DEP ID: 563-2000-609
- Perennial Stream Protection—Bituminous Underground Mines DEP ID: 563-2000-655
- Permit Renewals DEP ID: 563-2100-216
- Noncommercial Exemption from Requirements of the Noncoal SMCRA DEP ID: 563-2111-101
- Building Construction Exemption from Requirements of the Noncoal SMCRA DEP ID: 563-2111-102
- Noncoal Operations DEP ID: 563-2111-111
- Insignificant Boundary Corrections for Surface Mining Activities DEP ID: 563-2112-203
- Review Guide and Written Finding DEP ID: 563-2112-205
- Beneficial Use of Coal Ash at Active Coal Mine Sites DEP ID: 563-2112-206
- Completeness Review for Acceptance of Coal Mining Activity Permit Applications DEP ID: 563-2112-211
- Evaluation and Approval of Land Use Changes for Surface Water Coal Mine Operations DEP ID: 563-2112-212
- Coal Surface Mining Activity Permit Pre-Application Review DEP ID: 563-2112-214
- Review of Accepted Coal Mining Activity Permit Applications DEP ID: 563-2112-215
- Alkaline Addition for Surface Coal Mines DEP ID: 563-2112-217
- Permit Transfers DEP ID: 563-2112-218
- Cumulative Hydrologic Impact Assessments (CHIAs) DEP ID: 563-2112-219
- Coal Extraction—Oil and Gas Well Barriers DEP ID: 563-2112-222
- Certification Guidelines for Beneficial Uses of Coal Ash DEP ID: 563-2112-224
- Technical Guidance for Beneficial Uses of Coal Ash DEP ID: 563-2112-225
- Evaluation and Approval of Innovative Mining and Reclamation Techniques DEP ID: 563-2112-603
- Auger Mining DEP ID: 563-2112-604
- Water Supply Replacement and Permitting DEP ID: 563-2112-605
- Marketing of Anthracite Coal Reject Materials DEP ID: 563-2112-607
- Constructed Wetlands for Mine Drainage Treatment DEP ID: 563-2112-608
- Determining Eligibility of Pre-Existing Pollutational Discharges DEP ID: 563-2112-610
- Permitting Pre-existing Pollution Discharges Under Subchapter F or 25 Pa. Code Chapter 87, Subchapter G of 25 Pa. Code Chapter 88 DEP ID: 563-2112-611
- Underground Mining Near Oil and Gas Wells DEP ID: 563-2112-652
- Permitting Ventilation Boreholes for Underground Coal Mines DEP ID: 563-2112-653
- Technical Review, Mine Stability 563-2112-654
- Liners—Impoundments and Storage Areas DEP ID: 563-2112-656
- Underground Mining—Delineating Protection Zones for Public Water Supplies DEP ID: 563-2112-657
- Coal Refuse Disposal—Site Selection DEP ID: 563-2113-660
- Noncoal Surface Mining Payment in Lieu of Bond DEP ID: 563-2500-401
- Anthracite Mine Operator's Emergency Bond Loan (A.E.B.L.) Program DEP ID: 563-2504-405
- Bonding, Direct Submittal of Bonds DEP ID: 563-2504-407
- Phased Deposit of Collateral Coal and Noncoal Mining DEP ID: 563-2504-409
- Processing Completion Reports DEP ID: 563-2504-411
- Evaluating Postmining Discharges DEP ID: 563-2504-412
- Additional Bonding for Wide Pits and Remote Spoil Storage DEP ID: 563-2504-449
- Bond Adjustment/Release for Post Mining Discharges DEP ID: 563-2504-450
- Bonding, Anthracite Underground Mines DEP ID: 563-2504-451
- Qualifying, Processing and Tracking Financial Guarantees and Bond Credits DEP ID: 563-2504-501
- Monitoring and Compliance and Bond Release for Subchapters F and G Permits DEP ID: 63-2504-612

Contact: Evan Shuster 717-783-8845

Bureau of Deep Mine Safety

- Section 316(h): Use of Electronic Atmospheric Detectors in Lieu of Approved Flame Safety Lamps DEP ID: 580-2200-003
- Procedures for Processing Requests to Adopt New Items or Methods DEP ID: 580-2200-004
- Guidelines for Use of Internal Combustion Motors in Underground Mines other than Coal DEP ID: 580-2200-008

- Clarification of Pertinence of DEP Statutes re: Coal Processing Facilities DEP ID: 580-3000-005

Contact: Matt Bertovich 724-439-7304

LISTINGS

Office of Policy and Communications

- Guidance Document Inventory DEP ID: 012-0900-004

Contact: Jonathan Brightbill 717-783-8727

Bureau of Water Quality Protection

- Certification for Corps Nationwide Permits DEP ID: 363-2316-001

Contact: Ken Reisinger 717-787-6827

POLICY STATEMENTS PRIVATE

Office of Policy and Communications

- Environmental Quality Board Policy for Processing Petitions Title 25, Part 1, Subpart A, Chapter 23

- Model Procedure for Meaningful Public Participation Title 25, Part 1, Subpart A, Chapter 24

Contact: Barbara Sexton 717-783-8727

Bureau of Water Quality Protection

- Conservation District Fund Allocation Program Title 25, Part 1, Subpart B, Chapter 83
- Chesapeake Bay Nonpoint Source Pollution Abatement Program Title 25, Part 1, Subpart C, Chapter 83
- Water Quality Toxics Management Strategy Title 25, Part 1, Subpart A, Chapter 16

Contact: Cedric Karper 717-783-7577

Bureau of Mining and Reclamation

- Compliance with the Surface Mining Control and Reclamation Act of 1977 Title 25, Part 1, Subpart A Chapter 13

- Policy for Emergency Mine Subsidence Relief Title 25, Part 1, Subpart A, Chapter 14

Contact: Evan Shuster 717-783-8845

GENERAL SERVICES

POLICY STATEMENTS:

Bureau of Contract Administration & Business Development

- Contract Compliance—Prequalification of Vendors and Nonconstruction Contractors, 4 Pa Code § 68
- Contract Compliance—Construction Contracts, 4 Pa Code § 68.101
- Internal Guidelines for MBE/WBE Certification, 4 Pa Code § 68.201

(Contact: Gary Lee 783-3119)

GUIDANCE MANUALS:

Bureau of Construction

- Administrative Procedures

Contact: David McCarty 787-6330

Bureau of Contract Administration & Business Development

- Contract Compliance Review for Contractors (Construction and Non-Construction)
- Contract Compliance Orientation and Training Manual

Contact: Gary Lee 783-3119

Bureau of Engineering and Architecture

- Bureau of Engineering and Architecture Procedure Manual

Contact: Bob Glenn 787-3709

Bureau of Police and Safety

- Capitol Police Duty Manual

Contact: Eugene Marzullo 787-9013

Bureau of Publications and Paperwork Management

- M210.4 Forms Management (8/16/83)
- M210.5 Standard (STD) Forms Management (4/17/92)
- M210.6 Publications Management (8/1/84)

Contact: Donald E. Gibas 787-3707

Bureau of Purchases

- M610.5 Field Purchasing Manual (3/17/94)

Contact: Joseph Nugent 787-4718

Bureau of Supplies and Surplus Operations

- M610.1 Commodity Distribution Center Catalog (10/27/97)

Contact: Ronald Wolf 787-5940

Bureau of Vehicle Management

- Automotive Service Facilities
- M615.2 Commonwealth Automotive Credit Card Code List (1/17/96)

Contact: James Martin 787-3162

Professional Selections and Project Control Office

- Instructions to Bidders

Contact: Ann Fischer 787-4479

Bureau of Real Estate

- M260.1 Manual for Space Utilization (12/2/77 & 3/3/80)

Contact: Michael E. Adams 787-2834

MANAGEMENT DIRECTIVES AND ADMINISTRATIVE CIRCULARS:**Telecommunications Division**

- 240.3 Commonwealth of Pennsylvania Telephone Network (7/14/82)
- 240.4 Telephone Line Inventory (9/30/82)
- 240.6 Processing of Telephone and Telegraph Charges (7/23/84)
- 240.8 PANET and TELPAK Cost Reimbursement (12/8/82)
- 240.9 Procurement of Pagers (12/8/87)
- 241.4 Radio Frequency Spectrum Management (6/27/86)
- 241.5 Telecommunications Embedded Base Equipment Inventory (8/26/88)

Contact: Richard Jacobs 705-0304

Bureau of Buildings and Grounds

- 625.8 Contracting for Bargaining Unit Work (2/24/94)
- 97-14 Prohibition & Restriction of Smoking in State Buildings (4/18/97)
- 97-36 Christmas Trees and Decorations (11/7/97)

Contact: Thomas Stanbeck 787-3893

Bureau of Financial and Management Services

- 220.3 Mail Delivery Between Harrisburg and the Pittsburgh and Philadelphia State Office Buildings (10/26/83)
- 220.10 Processing Automated Mail (2/21/91)
- 610.5 Disposition of Personal Property and Equipment Purchased with GSA Bond Moneys (3/26/90)
- 610.15 Master Lease Program (1/3/95)

Contact: Barbara Sexton 787-5051

Bureau of Police and Safety

- 205.2 Powers and Duties of Policing Forces (2/9/77)
- 625.4 Enforcement of Fire and Panic Regulations (3/27/91)
- 720.3 Guidelines for Reporting Bombs and Bomb Threats (12/17/97)

Contact: Eugene Marzullo 787-9013

Bureau of Publications and Paperwork Management

- 220.9 Graphic Design, Typesetting, Reproduction, and Printing Services (6/4/87)

Contact: Donald E. Gibas 787-3707

Bureau of Purchases

- 215.9 Contractor Responsibility Program (12/30/91)
- 250.3 State Contracts Information Document (6/17/96)
- 620.1 Coal Sampling and Reporting (10/6/90)

Contact: Joseph Nugent 787-4718

Bureau of Risk and Insurance Management

- 615.2 Motor Vehicle Liability Insurance and Accident Reporting (6/17/96)
- 630.1 Agency Insurance Coordinators (10/2/87)
- 630.2 Reporting of Employee Liability Claims (1/28/98)
- 720.4 Safety and Loss Prevention Program (10/2/87)
- 98-9 Relocation—Bureau of Risk and Insurance Management (3/26/98)

Contact: Joseph R. Delia 787-2492

Bureau of Contract Administration & Business Development

- 410.10 Guidelines for Investigating and Resolving Discrimination Complaints (3/29/97)

Contact: Gary Lee 783-3119

Professional Selections and Administrative Services

- 625.9 Agency Funded Construction Projects Exceeding \$25,000 (6/4/97)
- 98-14 Submission of Construction Requisitions (6/1/98)

Contact: Ann Fischer 787-7156

Bureau of Real Estate

- 625.1 Repairs, Alterations, and Improvements to Commonwealth Buildings Under the Direct Supervision of the Department of General Services (4/10/96)
- 625.2 Inventory of Commonwealth Property (6/3/96)
- 625.5 Reporting Surplus Real Property (5/6/96)
- 625.6 Lease Amendment Exceptions for Leasehold Improvements Costing Less than \$5,000 (10/27/86)
- 625.7 Use of STD-291, Request for Lease Action and Budget Approval (11/6/97)
- 97-38 Availability of State Surplus Real Property for Transfer to Commonwealth Agencies-Delaware Co. (12/3/97)

Contact: Michael E. Adams 787-2834

Bureau of Supplies and Surplus Operations

- 610.2 Release and Receipt of Surplus State Property (2/23/79)
- 610.3 Transfer or Sale of Surplus Property (1/29/81)
- 610.7 Acquisition of Surplus Federal Property (5/25/78)
- 610.9 Recovery of Precious Metals (4/14/81)
- 98-5 Calendar Bases, Calendar Refills, Diaries, and Date Books for 1998 (2/2/98)
- 98-13 Inventory of General Services' Commodity Distribution Centers (5/7/97)
- 97-25 Availability—Commonwealth Telephone Directory (7/23/97)
- 97-33 Filing of Names with State Surplus Property Division, DGS (10/8/97)

Contact: Ronald Wolf 787-5940

Bureau of Vehicle Management

- 615.1 Temporary Assignment of Commonwealth Automotive Fleet (12/2/92)
- 615.3 Rates and Billing for Motor Vehicles of the Commonwealth Automotive Fleet (6/18/97)
- 615.6 License Plates for Commonwealth-Owned Vehicles (6/30/97)
- 615.7 Commonwealth Vehicle Invoices (7/3/97)
- 615.9 Permanent Assignment of Commonwealth Automotive Fleet Vehicles (12/9/92)
- 615.11 Use and Condition Inspections of Commonwealth-Owned Motor Vehicles (4/21/82)
- 615.12 Motor Vehicle Authorization List (8/11/83)
- 615.13 Emission Control Test Program—Commonwealth Automotive Fleet (10/12/90)
- 615.14 Repairs and Maintenance, Commonwealth Automotive Fleet (6/25/97)
- 97-19 State Employees Purchasing Vehicles at the Commonwealth Auction (6/2/97)
- 97-20 Use of Seat Belts in Commonwealth Fleet Vehicles (6/2/97)
- 97-22 Automotive Fleet Preventative Maintenance Schedule (7/16/97)
- 97-34 Winterization of State Vehicles & Commonwealth Garage Parking & Hours of Operation (10/22/97)
- 97-35 Placing of Decals and Logos on Commonwealth Vehicles (10/22/97)
- 97-37 Refueling of Commonwealth Automobile Fleet Vehicles (11/25/97)

Contact: James Martin 787-3162

Commonwealth Agency Recycling Office

- 205.22 Implementation of Act 1998-101, Municipal Waste Planning, Recycling and Waste Reduction Act (8/7/89)

Contact: John Rarig 772-2300

Commonwealth Media Services

- 220.1 Commonwealth Media Services (6/21/90)
- 98-8 Relocation—Commonwealth Media Services (3/6/98)

Contact: Carlton Sherwood 787-9777

Commonwealth Travel/Information Center

- 240.7 Submission of Changes to the Commonwealth Telephone, Agency Organizational & Functional Listings, & Employee Locator File (9/26/97)
- 98-6 Services Provided by the Commonwealth Travel Center (2/10/98)

Contact: Barbara Sexton 787-5051

EXTERNAL GUIDELINES

Bureau of Engineering and Architecture

- Professional Agreement and General Conditions to that Agreement

Contact: Bob Glenn 787-3709

Bureau of Contract Administration & Business Development

- The Pennsylvania Minority and Women Business Enterprise Office

Contact: Gary Lee 783-3119

Bureau of Supplies and Surplus Operations

- Drug Reduction Property Program
- State Surplus Property Program
- Federal Surplus Property Program

Contact: Ronald Wolf 787-5940

Executive Office

- Doing Business With the Department of General Services
- Community Work Experience Program
- Student Internship
- Group Life Insurance Program

Training

- Training
- Employee Recognition Programs

Labor Relations

- Employee Grievances
- Health and Welfare Trust Funds
- Driver's License Suspension/Revocation Policy

Insurance

- Processing Premium Invoices—Net of Commissions

Contact: Samatha Elliot 787-3197

INTERNAL GUIDELINES:

Departmental Procedures (By Category)

Administrative Management

- Office Copying Machines
- Requesting Publication of Advertisement
- Reproduction/Duplicating
- Signature Authorization
- Providing Public Notices of Agency Meetings
- Requesting Computer Services
- Request/Authorization of User Access

- Requesting Personal Computers
- Dept. of General Services Management Bulletin
- Service of Legal Documents upon Department Employees

Publications Management

- Processing Subscriptions and Sales of Pennsylvania Code
- Book Store Operations
- Processing Department Publications

Records Management

- Establishing a Records Management Program
- Transfer of Records to the State Records Center
- Destruction of Records

Forms Management

- Establishing a Forms Control File
- Creating, Revising or Deleting a Form

Organization and Functions

- Organization and Functions
- Executive Offices
- Bureau of Risk and Insurance Management
- Deputy Secretary for Procurement
- Bureau of Vehicle Management
- Bureau of Telecommunications and Information Technology Services
- Bureau of Purchases
- Bureau of Supplies and Surplus Operations
- Deputy Secretary for Central Services
- Bureau of Police and Safety
- Bureau of Buildings and Grounds
- Bureau of Space and Facilities Management
- Bureau of Real Estate
- Deputy Secretary for Administration
- Contract Administration and Business Development
- Fiscal Management Unit
- Bureau of Management Services
- Bureau of Publications and Paperwork Management
- Bureau of Personnel
- Commonwealth Media Services
- Deputy Secretary for Public Works
- Bureau of Engineering and Architecture
- Bureau of Technical Support
- Bureau of Construction
- State Art Commission

Personnel

- Time and Attendance Reporting
- Partial and Full Day Closings of District Offices and Field Offices
- Disciplinary Actions
- Employee Leave
- Childbirth Leave
- Position Vacancies (Processing, Announcing, and Filling Vacancies)
- Employee Conduct and Behavior (Powers and Duties of the Capitol Police)
- Standards of Conduct and Behavior

- Performance Standards
- State Employee Assistance Program
- Employee Performance Evaluations
- Position Classification
- Approval for Overtime Compensation
- Employee Arrests
- Restricted Activities; Supplementary Employment and Honoraria
- Exit Interview Program
- Rapid Promotion Examinations
- Classified Service Promotion Without Examination
- Working Out of Classification
- Statement of Financial Interests—State Ethics Act
- Statement of Financial Interests—Governors Code of Conduct
- Work Schedule Changes due to Use of Public Transportation or Car Pooling
- Worker's Compensation Insurance and Work-Related Disability Leave Programs
- Identification, Employment and Character Verification Checks
- Unemployment Compensation Insurance
- Processing Premium Invoices—Net of Commissions (Bonds)

Maintenance

- Office Equipment Repair Services

Surplus Property

- Numbering Sales of Surplus Property
- Competitive Bid Sales of Surplus State Property
- Notification of Availability of Surplus/Unserviceable Property
- Receipting Processing Debit Memorandums
- Adjustment of Inventory Balances

Procurement

- Service Purchase Contracts
- Emergency Purchases—Commodities Not Exceeding \$50.00
- Preparation and Processing of form STD-173, Purchase Requisition
- Preparation and Processing form STD-182, Field Limited Purchase Order
- Confirmation Purchases, Using form STD-182, Field Limited Purchase Order
- Processing form STD-174, Supplies and Forms Encumbrance
- Processing form STD-182, Field Limited Purchase Order (Fund 38-Capitol Facilities Fund)
- Processing form STD-173, Purchase Requisition (Fund 38-Capitol Facilities Fund)
- Acquisition of Equipment (Rented/Leased with Purchase Option or Purchased)

Contract Compliance

- Pre-Qualification of Vendors
- Pre-Qualification of Contractors

Travel

- Approvals for Acquisition and Use of Hotel and Transportation Orders or
- Reimbursement for Lodging and/or Travel by Common Carrier
- Per Diem/Mileage Allowance—Field Personnel

Personal Property

- Manual for Personal Property Control
- Commonwealth Owned Personal Property Subject to Inspection

Real Property

- Leasing Real Estate for Commonwealth Use
- Sale of Commonwealth Owned Property

Space and Facilities Management

- Rules and Regulations—Commonwealth Parking

Communications

- Cellular telephone service

Emergency and Disaster

- Committee for Emergency Management (DGS)
- Emergency/Disaster Procedures (General)
- Emergency/Disaster Procedures—Bureau of Management Services
- Emergency/Disaster Procedures—Bureau of Personnel

Police

- Rules and Regulations
- Ticket Processing Procedure
- Jurisdictional Boundaries

Fire and Safety

- Departmental Accident Prevention Program
- Department Safety Award

Financial Management

- Budget Preparation and Control

Auditing

- Internal Audits

Mail and Messenger

- Processing Mail to Fourth, Fifth and Sixth Floors, North Office Building
- Processing Bureau of Purchases Mail
- Receipt and Delivery of Bids
- Delivery of Mail to 22nd and Forster Streets
- Processing (Daily) Mail for Pittsburgh
- Processing Mail for Offices Located at 18th and Herr Streets
- Processing (Daily) Mail for Philadelphia
- Processing Mail to Comptroller's Office—Post Office—Harristown—17th Street
- Mailing of Bid Requests

Security—Internal

- DGS Employee Identification Program

Contact: Brenda Bowman 783-1163

HEALTH**POLICY STATEMENTS****Bureau of Drug and Alcohol Programs**

- Confidentiality and Student Assistance Programs, January 1992.
- Disclosure of Confidential Information to the Criminal Justice System, October 1992.
- Oral Polio Vaccine, December 1991.
- Provision of Outpatient Treatment Services Within the School Setting, November 1994.
- Reporting of Communicable Diseases, December 1992.
- Requests for Exceptions to Regulations and Requirements in State Plan.
- Single County Authorities Subcontracts with Providers, January, 1997.
- Tuberculosis Testing, September 1992.

Contact: Hector Gonzales (717) 783-8200

Bureau of Health Planning

- State Health Services Plan

Contact: Lewis H. Wolkoff (717) 783-1410

Bureau of Managed Care

- Statement of Policy: Approval of Provider Contracting Arrangements Between HMOs, PHOs and IDs
- Statement of Policy: Health Maintenance Organizations and Preferred Provider Organizations

Contact: Tom Chepel (717) 787-5193

GUIDANCE MANUALS**Bureau of Community Health Systems**

- Bathing Place Manual, Part I: Swimming Pools
- Bathing Place Manual, Part II: Bathing Beaches
- Bathing Place Manual, Part III: Hot Tubs and Spas

Contact: Helen Burns, Ph.D. (717) 787-4366

Bureau of Community Program Licensure and Certification

- Free Standing Treatment Facility Guidelines
- Health Care Treatment Facility Guidelines
- Inpatient Hospital Activities Detoxification, Treatment and Rehabilitation Activity Guidelines
- Prevention and Intervention Facility Guidelines

Contact: Cheryl Williams (717) 783-8765

Emergency Medical Services Office

- Air Ambulance Licensure Program Manual for Air Ambulance Services—Rotorcraft
- Ambulance Licensure Program Manual for Basic and Advanced Life Support Units
- EMS Complaint Investigation Manual
- EMS Continuing Education Manual
- EMS Training Manual
- Emergency Medical Services Study Guide (Basic Life Support and Advanced Life Support)
- Medical Command Accreditation Manual
- Medical Command Course
- Pennsylvania Emergency Medical Services Continuing Education Handbook for Prehospital EMS Personnel
- Prehospital Care Personnel Manual
- Quick Response Services Recognition Program
- Trauma Patient Triage Protocols

Contact: Margaret E. Trimble (717) 787-8740

Bureau of Family Health

- Case Management and Tracking Protocol for Community Health Nurses, including Protocols for Early Intervention Referrals, August 1995 revision.
- Pennsylvania Lead Lab Data Management System (PALL). Blood Lead Level Reporting Manual—November 1997.

Contact: Kim Strizzi (717) 787-7192

Bureau of Health Planning

- Primary Health Care Practitioner Loan Repayment Program [updated 3/97]
- Loan Forgiveness for Primary Care Practitioners
- Commonwealth of Pennsylvania Appalachian Regional Commission J-1 Visa Waiver Application Procedure [updated 4/97]
- J-1 Visa Waiver Program Appalachian Regional Commission Fact Sheet—[updated 4/97]
- State 20 J-1 Visa Waiver Program Application Policy and Procedure—[updated 4/97]
- State 20 J-1 Visa Waiver Program Fact Sheet —[updated 4/97]
- Guidelines for Federally-Designated Primary Care Health Professional Shortage Area
- Guidelines for Federally-Designated Mental Health Professional Shortage Area
- Guidelines for Federally-Designated Dental Health Professional Shortage Area
- Guidelines for Federally-Designated Medically-Underserved Shortage Area
- Cardiac Catheterization Instructions

Contact: Leslie Best (717) 772-5298

Bureau of Health Statistics and Research:

- Application for Access to Protected Data, revised November 1995
- User's Guide for Access to Protected Data, revised November 1995

Contact: Craig Edelman (717) 783-2548

INTERNAL GUIDELINES

Bureau of Health Statistics and Research

- Policy and Procedures for Assisted Conception Birth Registrations, September 1995.

Contact: Donna Ritchey (412) 656-3287

OTHER

Bureau of Community Program Licensure and Certification

- Complaint Investigations, Licensing Alert 2-96, April 19, 1996.
- Distinction between Outpatient and partial hospitalization services, Licensing Alert 3-97, March 97.
- Group Counseling, Licensing Alert 2-94, November 29, 1994.
- Licensed Capacity, Licensing Alert 1-94, November 29, 1994.
- Minimum Content Requirements for Pennsylvania Department of Health Approved Curriculum for Tuberculosis and Sexually Transmitted Diseases, Licensing Alert 6-97, June, 1997.
- Minimum Content Requirements for Pennsylvania Department of Health Approved HIV/AIDS Curriculum, Licensing alert 1-97, February, 1997.
- Physical Examinations, Licensing Alert 1-96, April 19, 1996.
- Psychosocial Histories, Licensing Alert 4-96, April 19, 1996.
- Relocation, Licensing Alert 3-94, November 29, 1994.
- Reporting of Unusual Incidents, Licensing Alert 5-97, May, 1997.
- Request for Exceptions to Regulations, Licensing Alert 4-97, March, 1997.
- Rescheduling of LAAM, Licensing Alert 2-98, January, 1998.
- Rescission of Shelter, Drop-in and Hot-line Regulations, Licensing Alert 1-98, January, 1998.
- Restrictions on Licenses/Certificates of Compliance/Approval, Licensing Alert 2-97, February, 1997.
- Scheduling of Licensing Inspections, Licensing Alert 3-96, April 19, 1996.
- Unannounced Visits, Licensing Alert 5-96, April 19, 1996.

Contact: Cheryl Williams (717) 783-8765

- Abortion Control Act (footnoted)
- Ambulatory Gynecological Surgery in Hospitals and Clinics Regulations (footnoted)
- Transfer Agreement vs. Policy and Procedure for Routine Emergency Services as a Requirement for Abortion

Contact: Robert Bastian (717) 783-1379

Division of Home Health

- New Licensure Application Directives

Contact: Robert Bastian (717) 783-1379

Emergency Medical Services Office

- Prehospital Care Response Report
- State Emergency Medical Services System Development Plan

Contact: Margaret E. Trimble (717) 787-8740

Bureau of Facility Licensure and Certification (Long Term Care Provider Bulletins)

- Long Term Care Provider Bulletin No. 22, July 1, 1991, revised June 1995.
- Medicare Certification Letter (May 1988)
- Licensure Guidelines (September 1988)
- Criteria for Exceptions to State Regulation 211.12(7)(I) Staffing (December 1988)
- Influenza in Nursing Homes (February 1989)
- Licensure Guidelines—Pennsylvania Long Term Care Regulation 201.18(j)(2) Patient Funds (April 1989)
- Heavy Care/ICF Services (April 1989)
- Influenza and TB Control (November 1989)

- L-tryptophan (LT) Update (January 1990)
- Deficiencies at Exit Conference (February 1990)
- Draft of Proposed Resident Rights Provision Long Term Care Regulation 201.29 (June 1990)
- HSQR Letter-Sarrassat and Sullivan Long Term Care Survey Modifications (June 1990)
- Physician's Participation in Resident Care Planning (July 1990)
- Nurse Aide Registry (July 1990)
- Salmonella Enteritidis-Guidelines for Eggs (July 1990)
- Exception Regulation 211.9. 211.1 Pharmacy and Infection Control Committee Composition and Functions (July 1990) and Functions (July 1990)
- MRSA Guidelines (August 1990)
- HSQ Letter Regarding Admission/Discharge/Transfer (September 1990)
- Transmission of Physicians Orders by Fax (November 1990)
- Resident Assessment State Designated Instrument (effective January 31, 1991) (December 1990)
- Sarrassat/Sullivan-Medicare Billing Notice and Billing Requirements (March 1991)
- Admission/Treatment of AIDS, AIDS Related Conditions (May 1991)
- Resident Assessment/Plan of Care Requirements for State Licensure (June 1991)
- Nurse Aide-Enrollment Information (July 1991)
- Use of Geri Chair-Conflict in State and Federal Regulations (October 1991)
- Visiting Hours-State Regulations in Conflict-OBRA (October 1991)
- Resident Assessment-HSQR Letter Regarding Documentation Requirements HCFA (November 1991)
- Potential Hazards of Restraint Devices-FDA Alert (January 1992)
- Nurse Aide Registry Update (March 1992)
- Resident Assessment-HSQR Letter Clarification of Assessment Requirements and Use of Section II Background Information (April 1992)
- Training of Companions/Sitters in T18 or 19 Facilities (April 1992)
- Advisory Bulletin Regarding Accidental Ingestion of Ceramic Glazes (July 1992)
- Sclavo TB Testing Products (October 1992)
- Adjustment of Licensure Fees (January 1993)
- Disposition of Patient Medications (April 1993)
- Advance Directives for Health Care/Durable Power of Attorney/Do Not Resuscitate Orders (May 1993)
- Exception/Waiver Requests (June 1993)
- Federal Clarification of RAI Issues-Amended (August 1993)
- MDS PA Supplement Data Transmission Confidentiality (August 1993)
- Potential Hazard of Unrefrigerated Garlic, Spice-in-oil Mixes (September 1993)
- Incident/Accident Reporting Procedures (December 1993)
- Taping of Exit Conference (January 1994)
- Precautions for Excessive Temperatures (June 1994)
- Informal Dispute Resolution (September 1995)
- Minimum Data Set (MDS)-How to Count Assessment Days
- Ban on Use of Egg Breaking Centrifuges
- Pennsylvania Nurse Aide Registry on Worldwide Web
- Surety Bond Requirements—Clarification of "Obligee"
- Department Access to Records at Nursing Homes Pursuant to 35 P. S. § 448.813

Contact: William A. Bordner (717) 787-1816

- Notice of Intent to Apply Uniform Standard to Both Skilled and Intermediate Care Patients in Long Term Care Facilities (Nursing Hours)

Contact: William A. Bordner (717) 787-1816

Division of Acute and Ambulatory Care

- Inpatient Care in Outpatient Settings
- Guidelines to Determine the Issuance of Separate or Multiple Hospital License(s) Immediate Presence

- Ninety-day Advance Notice Requirement for Changes in Ownership, Structure or Name
- Resident Choice of Pharmacy Provider
- Vancomycin Resistant Enterococci (VRE) Recommendations

Contact: William A. Bordner (717) 787-1816

Bureau of Family Health

- Screening Young Child For Lead Poisoning: Guidance for State and Local Public Health Officials, Statement by the Centers for Disease Control—November 1997 (federal guidelines adopted by PA).
- Application for Chronic Renal Disease Transportation Services.
- Application for Services (Division of Special Health Care Programs-Form #HD1072F and Guidelines for Completion.

Contact: Kim Strizzi (717) 787-7192

Bureau of Health Statistics and Research

- Application for Certified Copy of Birth or Death Record, Form H105.102.
- Applying for a Birth Certificate, Form H302.145P.
- Searching Your Family Tree, Form H105.182P
- Publication Request Form

Contact: Donna Ritchey (412) 656-3287

(except Publication Request Form, contact Donna Livering (717) 783-2548)

Bureau of Laboratories

- Submission of Rabies Specimens
- General Specimen Submission
- Compliance with Shipping of Diagnostic Specimen/Etiologic Agent
- Laboratory Accident/Disinfection/Cleanup
- Quality Assurance Compliance

Contact: Richard E. Berman (610) 363-8500

- Postmortem Blood Testing on Motor Vehicle Accident Victims—Specimen Submittal Requirements
- Blood Lead Analysis—Specimen Submittal Requirements
- Environmental Lead Analysis—Specimen Submittal Requirements
- Neonatal Testing for Genetic Disorders—Specimen Submittal Requirements

Contact: M. Jeffrey Shoemaker, Ph.D. (610) 363-8500

- Application Procedure
- Complaint Handling Procedure
- Glucose/Cholesterol Screening Procedure
- Multiphasic Screening Procedure
- Out-of-State Laboratory Licensure/Certification Procedure
- Physicians' Office Policy
- Nursing Home Policy
- Proficiency Testing Evacuation Procedure

Contact: Joseph Gasiewski (610) 363-8500

Bureau of Managed Care

- Requirements Regarding Prior Approval of Special Delivery Systems to Serve MA Recipients
- Service Area Expansion Guidelines
- Technical Advisory 1996-1: Criteria for HMO Approval of Special Needs Members Selection of a Specialist as Their Primary Care Physician-Health Choices Program
- HMO Technical Assistance Advisory 95-1: Exemption Request for CRNPs to Serve as Primary Care Providers
- Guidelines and Technical Advice to HMO Applicants Regarding Provider Contracts
- Guidelines and Technical Advice to HMO Applicants Regarding Member Grievance Procedures
- Guidelines and Technical Advice to HMO Applicants Regarding Quality Assurance Program Standards
- Guidelines and Technical Advice Regarding Credentialing Systems

Contact: Debra Cohen (717) 787-5193

Deputy Secretary for Public Health Programs

- Abortion: Making a Decision
- Directory of Services

Contact: (717) 783-5900

- WIC State Plan of Operations

Contact: Frank Maisano (717) 783-1289

INSURANCE

I. NOTICES:

Executive Office

Insurance Department Notices

<i>No.</i>	<i>Date</i>	<i>Description</i>
	08/28/86	Ceding Credit Life/Accident and Health Insurance to Insurers Owned by Agents, Brokers or Creditors
	06/16/87	Ceding Credit Life/Accident and Health Insurance to a Single Producer Owned Captive Reinsurer
93-19	11/19/93	21 PA Code, Chapter 25, Rules and Procedural Requirements for Insurance Holding Company Systems
94-1	3/1/94	Guidelines for Record Retention
94-11	10/3/94	General Account Modified Guaranteed Annuity
94-12	10/3/94	Separate Account Modified Guaranteed Annuity
94-13	10/3/94	General Account Modified Guaranteed Life Insurance
94-14	10/3/94	Separate Account Modified Guaranteed Life Insurance
94-15	10/3/94	Nonforfeiture and Valuation Statutory Interest Rates
94-18	11/15/94	Guidelines for Record Retention
95-1	1/11/95	Valuation Standards for Life and Health and Accident Insurance
95-7	7/19/95	Modification of Contract for Use when an Annuity Premium Tax is not Applicable
95-9	8/23/95	Deregulation of Commercial Lines Property and Casualty Forms
96-1	3/20/96	Deregulation of Accident and Health Forms
96-3	4/1/96	Calculation of Maximum Interest Rate Chargeable by Insurance Premium Finance Companies
96-13	8/24/96	Deregulation of Life Insurance Forms
96-19	12/23/96	Surplus Lines Advisory Organization
97-1	2/1/97	Flood Insurance
	4/12/97	Deregulation of Accident and Health Forms
	6/28/97	Deregulation of Accident and Health Forms
97-03	8/9/97	Mutual to Stock Notices
97-04	9/20/97	Notice to Med Mal Insurance Carriers
98-01	2/7/98	Continuing Education Advisory Board Guidelines and 1998 Continuing Education Advisory Board Members
98-02	6/20/98	Repeal of Outdated Notices
	6/28/98	Per Diem Charges for Financial Examinations
98-03	6/28/98	Per Diem Charges for Market Conduct Examinations of Insurance Companies

Statements of Policy

- 31 Pa. Code, Chapter 38, Sections 38.1-38.65, Procedures for State and Nationally Chartered Banking Institutions Selling Annuities and Life Insurance. Adopted 12/3/96.
- 31 Pa. Code, Chapter 67, Sections 67.41-67.45 and Appendix A, Motor Vehicle Financial Responsibility Law, Subchapter D. Adopted 5/19/89.
- 31 Pa. Code, Chapter 68, Sections 68.101-68.113, Motor Vehicle Financial Responsibility Law, Subchapter B. Forms. Adopted 4/20/90.
- 31 Pa. Code, Chapter 68, Sections 68.201-68.206, Motor Vehicle Financial Responsibility Law, Subchapter C. Rate and Rule Filing. Adopted 4/20/90.
- 31 Pa. Code, Chapter 68, Sections 68.401-68.402, Motor Vehicle Financial Responsibility Law, Subchapter E. Anti-Fraud Provisions. Adopted 4/20/90.
- 31 Pa. Code, Chapter 68, Sections 68.601-68.604 and App. A and B, Motor Vehicle Financial Responsibility Law, Subchapter F. Filing Guidelines for July 1, 1991 through June 30, 1992 Rates; Disclosure of Premium Charges and Tort Options. Adopted 5/10/91.

- 31 Pa. Code, Chapter 83, Sections 83.1-83.57 and App. A and B, Disclosures in Solicitation of Life Insurance. Adopted 4/5/74.
- 31 Pa. Code, Chapter 89, Sections 89.451-89.474, Approval of Life, Accident and Health Insurance. Subchapter H. Statements of Policy. Adopted 2/5/82.
- 31 Pa. Code, Chapter 90c, Sections 90c.1-90c.25, Individual Applications. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90d, Sections 90d.1-90d.9, Individual Accidental Death Benefits; Provided by Riders or Built into Policies. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90e, Sections 90e.1-90e.13, Individual IRA Endorsements for Life Insurance and Annuities. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90f, Sections 90f.1-90f.16, Individual Imminent Death/Lifetime Health Care Facility Confinement Benefits Provided as Accelerated Death Benefit or Settlements of Death Benefit; Provided by Riders or Built into Policies. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90g, Sections 90g.1-90g.16, Individual Health Care Facility Benefits Provided as Accelerated Death Benefit or Settlement of Death Benefit; Provided by Riders or Built into Policies. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90h, Sections 90h.1-90h.11, Individual Waiver of Surrender Charges for Life and Annuity Contracts Resulting From Health Care Facility Usage; Provided by Riders or Built into Policies. Adopted 1/18/91.
- 31 Pa. Code, Chapter 90i, Sections 90i.1-90i.3, Certificates of Assumption. Adopted 3/5/93.
- 31 Pa. Code, Chapter 119, Sections 119.1-119.26, Anti-Fraud. Adopted 8/27/93.
- 31 Pa. Code, Chapter 120, Sections 120.1-120.5, Loss Cost Adjustment Filing. Adopted 8/27/93.
- 31 Pa. Code, Chapter 150, Sections 150.1-150.5, Uniform Health Insurance Claim Form. Adopted 7/2/93.
- 31 Pa. Code, Chapter 152, Sections 152.101-152.105, Preferred Provider Organizations, Primary Care Gatekeeper PPO Products. Adopted 9/27/91.
- 31 Pa. Code, Chapter 153, Section 153.2, Permission to file accident and health, life and annuity insert pages. Adopted 10/19/90.
- 31 Pa. Code, Chapter 153, Section 153.3, Simplified review of company merger, assumption or name change form and rate filing. Adopted 6/28/91.
- 31 Pa. Code, Chapter 301, Sections 301.201-301.204, Health Maintenance Organization, Subchapter H. Point-of-Service Products Group Specific Community Rating. Adopted 9/27/91.
- 31 Pa. Code, Chapter 301, Sections 301.301-301.321, Health Maintenance Organization, Subchapter I. Contractual Arrangements Between HMOs and IDSs. Adopted 4/5/96.
- 31 Pa. Code, Chapter 303, Section 303.1, Out-of-State Health Maintenance Organization Investments. Adopted 3/25/88.

Contact: Peter J. Salvatore, Regulatory Coordinator, 717-787-4429; fax 717-705-3873

II. OTHER:

Office of Special Projects

Regulatory Procedures Manual

Internal procedures regarding drafting of regulations

Contact: Peter J. Salvatore, Regulatory Coordinator, 717-787-4429; fax 717-705-3873

Bureau of Administrative Hearings

Act 78 Automobile Digest

Insurance Commissioner Decisions on Automobile Insurance Administrative Hearings

Act 205 Homeowners Digest

Insurance Commissioner Decisions on Homeowners Insurance Administrative Hearings

Act 143 Agency Digest

Administrative Hearing Officer Decisions on Insurance Agency Administrative Hearings

Contact: James Johnson, Chief Hearing Officer, 717-783-2126; fax 717-787-8781

Bureau of Administration

Public Documents Room Procedures

Contact: Tracey Pontius, Director, Bureau of Administration, 717-787-4298; fax 717-7831059

LABOR AND INDUSTRY

POLICY STATEMENTS:

Bureau of Labor Law Compliance, Apprenticeship and Training

- Apprenticeship and Training Council Policy Manual

Contact: Robert E. Moore (717-787-4763)

Bureau of Occupational and Industrial Safety

- Universal Accessibility Interpretation
 - 1) April 3, 1995
 - 2) April 24, 1995
 - 3) February 29, 1996

Contact: James S. Varhola (717-787-3329)

Bureau of Workers' Compensation

- Health and Safety—Statement of Policy (Pa. Bulletin Vol. 25, No. 37; September 16, 1995)

Contact: Len Negley (717-772-1917)

GUIDANCE MANUALS:**Bureau of PENNSAFE**

- Workplace Safety Committees Technical Assistance Manual
- Tier II Chemical Inventory Reporting Requirement and Fee Instructions; Facility Reporting Requirements.
- Title III List of Lists (Consolidated List of Chemicals Subject to the Emergency Planning and Community Right-to-Know-Act [EPCPA] and Section 112[r] of the Clean Air Act, as amended)
- Hazardous Substance Survey Form—Compliance Materials for Public Sector Employees
- Hazardous Substance Survey Form—Employer Information Packet (Private Sector)
- Leader's Guide for Right to Know Training Program
- Right to Know Training Guidelines for Public Sector Employees
- Workbook for Public Sector Employees in Providing Right to Know Training

Contact: Tom Ward, Jr. (717-783-1826)

Bureau of Workers' Compensation

- Guidelines for Workplace Safety Committees and Accident and Illness Prevention Programs in Pennsylvania
- Safety Pays: Workplace Safety Committee Incentive Program (Pamphlet)
- Application and Instructions for Certification of Workplace Safety Committee
- "Workers' Compensation and the Injured Worker" Brochure

Contact: Bryan Mahoney (717-783-5421)

- Application and Summary of Requirements for Self-insurance
- Instructions Accompanying Application to Have a Letter or Surety Bond Executed
- Guidelines for Individual Self Insurance Actuarial Evaluations
- Guidelines for Group Self Insurance Actuarial Evaluations
- Application to Renew Self Insurance Status under the Workers' Compensation Act and the Pennsylvania Occupational Disease Act
- Application to Initiate Self Insurance Status under the Workers' Compensation Act and the Pennsylvania Occupational Disease Act
- Addendum to Application for Self Insurance Status Notice of Affiliates' Initial Inclusion in a Consolidated Program
- Addendum to Application for Self Insurance Status Notice of Affiliates' Renewal in a Consolidated Program
- Employer's Guide to Self-Insuring Workers' Compensation

Contact: George Knehr (717-783-4476)

- Application and Instructions for Executive Officer and Religious Exceptions to the Workers' Compensation Act
- Employer Information

Contact: Tom Kutz (717-787-3567)

- Procedures for Completing an Application for Fee Review

Contact: Linda Hoffman-Zarlenga (717-787-3486)

Office of Vocational Rehabilitation—Bureau of Program Operations

- Pennsylvania OVR Counselor Policy Manual

Contact: Roger Barton (717-772-3511)

Prevailing Wage Division

- Pennsylvania Construction Wage Survey (Instruction booklet)

Contact: Robert E. Moore (717-787-4763)

INTERNAL GUIDELINES:

NONE

OTHER:**Bureau of Occupational and Industrial Safety**

The following interpretation and clarification is being issued to supplement the language contained in Pennsylvania's Universal Accessibility Act and Regulations. This interpretation applies to Pennsylvania Law and may not affect the way the Federal Department of Justice enforces the Americans with Disabilities Act Accessibility Guidelines.

Projection booths within theaters used exclusively for the projection of film and incidental storage shall be considered a "Special Purpose Space" allowed under Section 1.4[©] of Act 235.

This interpretation is subject to any additional regulations published by the Federal Department of Justice concerning the Americans with Disabilities Act and any legal interpretation issued on these matters.

Bureau of Labor Law Compliance**Abstracts:**

- Summary of Wage Payment and Collection Law
- Equal Pay Law
- Minimum Wage Act Poster and Fact Summary
- Abstract of Child Labor Law
- Employment of Minors as Ambulance Attendants/Junior Firefighters

Contact: Robert E. Moore (717-787-4763)

Bureau of PENNSAFE

- Compliance Checklist for Public Sector Employees
- Occupational Exposure to Lead—Employer Fact Sheet
- Employee Workplace Notice—Pennsylvania Worker and Community Right to Know Program
- Community and Emergency Response Booklet (IUP)
- "Is Your Patient a Lead Exposed Worker?" (Brochure for Health Care Providers)
- "After the Inspection: What Happens Next?" (Pamphlet)

Contact: Tom Ward, Jr. (717-783-1826)

Bureau of Labor Law Compliance

- Prevailing Wage Poster

Contact: Robert E. Moore (717-787-4763)

Bureau of Workers' Compensation

- News & Notes (A Bureau of Workers' Compensation Public Newsletter)
- Employer's Guide to Workers' Compensation Insurance in Pennsylvania (A folder which includes: An Employer's Overview, A Guide to Loss Cost Multipliers, A Guide to Classification Codes and other workers' compensation information of interest to employers.)
- Bureau of Workers' Compensation Annual Report

Contact: Bryan Mahoney (717-783-5421)

- Workplace Illnesses & Injuries Report (Annual Statistical Publication)

Contact: Terry Titus (717-787-3361)

Bureau of Unemployment Compensation Benefits and Allowances

- UCP-1 Pennsylvania Unemployment Compensation Handbook
- UCP-1(SC) Pennsylvania Unemployment Compensation Handbook for individuals filing through pilot UC Service Centers
- UCP-1 (Insert) How to Figure Your Weekly Benefit Rate
- UCP-3 Unemployment Compensation Information for Contributing Employers
- UCP-3 (Insert) Pennsylvania UC Tax Information
- UCP-6 Unemployment Compensation for Federal Civilian Employees
- UCP-8 State Unemployment Compensation and Supplemental Unemployment Benefit Plans
- UCP-9 Unemployment Compensation Shareable Regular Extended Benefits Program
- UCP-10 Unemployment Compensation for Ex-Servicemen
- UCP-11 Assistance for Workers Under the Trade Act of 1974

- UCP-16 [Unemployment Compensation Information for Reimbursable Employers](#)
 - UCP-18 [Unemployment Compensation Appeals Information](#)
 - UCP-19 [Unemployment Compensation in Pennsylvania](#)
 - UCP-20 [Eligibility Review Program—Information and Instruction for Claimants](#)
 - UCP-22 [Relief from Charges for Contributory Employees](#)
 - UCP-23 [Credit Weeks](#)
 - UCP-24 [Child Support Withholding from Unemployment Compensation](#)
 - UCP-27 (Cert) [Transitional Adjustment Assistance Benefits](#)
 - UCP-28 [Services Provided By Pennsylvania Teleclaims \(PAT\)](#)
 - UCP-28 (Insert) [Pennsylvania Teleclaims \(PAT\) Telephone Numbers](#)
 - UCP-28Z [Services Provided By Pennsylvania Teleclaims \(PAT\) For Interstate Claimants](#)
 - PREP-1 [Profile Re-Employment Program](#)
 - DUA-5 [Disaster Unemployment Assistance](#)
 - BAM-12 [Benefit Accuracy Measurement Program Information for Unemployment Insurance Claimants](#)
 - BAM-13 [Benefit Accuracy Measurement Program Information for Employers](#)
 - ES-1938/1938A [Trade Adjustment Assistance Benefits \(including NAFTA TAA\)](#)
 - UC-87Z [How to File Pennsylvania Interstate Claims on the Internet System](#)
 - UC-89 [Instructions for Filing Claims by Mail](#)
 - UC-191/UC-334 (POS) [Letter. Request for Restitution Agreement of Restitution/Some Good Reasons to Pay Now](#)
 - UC-360 [Claim Confirmation Letter](#)
 - UC-1627 [Important! \(Translation Notice\)](#)
 - ES-2762 [Pennsylvania Unemployment Compensation and the Rights of Employers](#)
 - ETA-8560 [Trade Adjustment Assistance](#)
 - ETA-9042 [North American Free Trade Agreement](#)
- Contact: Pete Cope (717) 787-3547

Bureau of Employer Tax Operations

- UCP-7 [Information For Employers—The Problem of “Localized” and Nonlocalized” Employment](#)
 - UCP-25 [Employee Contributions](#)
 - PA-100 [Pennsylvania Combined Registration Forms and Instructions](#)
 - (Unnumbered Informational Flyer) [Information for employers regarding Employees or Independent Contractor](#)
- Contact: Laura Reohr (717) 787-2097

Office of Equal Opportunity

- [Equal Opportunity is the Law Poster](#) (English and Spanish)

Contact: Stella Spells (717-787-1767)

MILITARY & VETERANS AFFAIRS

POLICY STATEMENTS:

- [ADA policy statement](#)
- [HIV/AIDS policy statement](#)
- [Sexual harassment policy](#)
- [Substance abuse in the workplace policy](#)
- [Discrimination complaint policy and procedures](#)

Contact: Linda Leese (717) 861-8849

- [Equal Opportunity Statement](#)

Contact: John Cutler (717) 861-8796

- [Emergency fire evacuation plan](#)
- [Operation of clubs within National Guard facilities](#)
- [Privately owned weapons on National Guard facilities](#)
- [Smoking policy](#)

Contact: Linda Leese (717) 861-8849

- Emergency fire evacuation plan, veterans' homes

Contact: John Patten (717) 861-8903

- Public affairs airlift policy

Contact: Colonel Wright (717) 861-8825

- Resident abuse policy and procedures
- Staff/resident fraternization policy, Veterans' homes

Contact: John Patten (717) 861-8903

- Use of state armories and fundraising on state/federal properties

Contact: LTC Rusnic (717) 861-8580

INTERNAL GUIDELINES:

- Adherence to work hours/wear of military uniform
- Bomb threat plan—DMVA contains classified information.
- Curtailment of activities at FTIG due to inclement weather.
- Photo ID cards for state civilian employees at FTIG
- Retired guardsmen involvement
- Notification of VIP visits to FIG and DMVA organizations
- Work schedule

Contact: Linda Leese (717) 861-8849

- Discrimination complaint process

Contact: John Cutler (717) 861-8796

- Employee orientation checklist
- Review of procedures for responding to PHRC/EEOC complaints
- Sexual harassment: Your rights and responsibilities
- Work rules/standards of conduct

Contact: Linda Leese (717) 861-8849

OTHER/GUIDANCE/INSTRUCTIONAL MANUALS:

- Personnel manual
- DMVA guide to classification
- Employee handbook
- Guide to managing the official personnel folder
- Leave manual for the DMVA
- Employee safety handbook
- DMVA guide for controlling sick leave abuse and time and attendance problems
- PA worker and community right to know training booklet
- Training guidelines manual
- Work-related disability leave and modified light duty manual

Contact: Linda Leese (717) 861-8849

- Equal Opportunity Plan
- Contract compliance plan for DMVA
- DMVA workforce profile 1996
- Training Plan and Report

Contact: John Cutler (717) 861-8796

- Organizational and functional statement for the DMVA
- Index of administrative publications (contains classified information) Pamphlet 310-1
- Military publications index of blank forms (contains classified information) Pamphlet 25-32

Contact: Linda Leese (717) 861-8849

- Patient care policy manual, Veterans' Homes
- State home construction grant program

- Veterans Administration guidelines for state Veterans' Homes

Contact: John Patten (717) 861-8903

- Adjutant General's biennial report

Contact: John P. Maietta (717) 861-8720

- Directory of agencies providing information to veterans

- PA Veterans' Memorial

- Telephone director for Veterans organizations

- Scotland Schools admission packet

Contact: John Patten (717) 861-8903

- Hollidaysburg Veterans Home

- Southwestern PA Veterans Center

Contact: John Patten (717) 861-8903

- Rules and regulations for control and use of armories of the Commonwealth of PA

Contact: LTC Rusnic (717) 861-8580

- PA National Guard Americans at their best

- PA Air National Guard fact sheet

- PA Army National Guard fact sheet

- PA Soldier's and Sailors' Home

- Stationing the Guard—a PA National Guard economic impact report

Contact: LtCol Cleaver (717) 861-8468

PENNSYLVANIA BOARD OF PROBATION AND PAROLE

- Annual Report (1992-93)

- Brochures:

—General Information on Board

—General Information on Parole Supervision

—SAVE (Substance Abuse Violators Effort)

—RSAT (Residential Substance Abuse Treatment)

Contact: Vicki J. Wilken 787-6208

PENNSYLVANIA HOUSING FINANCE AGENCY

POLICY STATEMENTS:

- Rental Housing Program; Title 16, Part I, Subpart H, Chapter 40, Subchapter A., Sections 40.11—40.25

Contact: William Koons 717-780-3882

- Owner-Occupied Residential Housing Program; Title 16, Part I, Subpart H, Chapter 40, Subchapter A., Sections 40.101—40.105

- Programs Generally; Title 16, Part I, Subpart H, Chapter 40, Subchapter A., Sections 40.111—40.117

Contact: Donald Plunkett 717-780-3871

- Policy Statement on Homeowner's Emergency Mortgage Assistance Program; Title 16, Part I, Subpart H, Chapter 40, Subchapter B., Section 40.201

Contact: Daryl Rotz 717-780-3922

GUIDANCE MANUALS:

Development Division

- PHFA 1998 Multifamily Housing Loan Application Package and Guidelines

(contains PennHOMES and Tax Credit Guidelines)

- PHFA/City of Philadelphia Partnership Program (Bridge Loan Program)

- PHFA Preprocessing Manual for Projects with Agency Federal HOME Funds

- PHFA Preprocessing Manual for Projects with Agency Reserve Funds

Contact: Bill Koons 717-780-3882

- PHFA Low-Income Housing Tax Credit Program Guide

- PHFA Low-Income Housing Tax Credit Program Allocation Plan (published annually)

Contact: Diane Brodbeck 717-780-3948

Technical Services Division

- Architectural Submission Guide
- Submission Guide for Small Projects
- PHFA Preconstruction Meeting Guide
- General Payout Procedures for Mortgagors & Contractors

Contact: Carolyn Heatherly 717-780-3860

Management Division

- PHFA Policies, Procedures and Compliance Manual (PennHOMES Program)
- PHFA Management Office Policies and Procedures Manual—Section 8 New Construction and Substantial Rehabilitation Programs
- PHFA Low-Income Housing Tax Credit Compliance Manual
- PHFA PennHOMES Financial Reporting Manual

Contact: Donna Farnham 717-780-3814

Single Family Housing Division

- PHFA Seller's Guide
- HOMESTEAD Program Guidelines
- Individual On-Lot Sewage Disposal System Loan Program Guidelines
- PHFA Servicing Manual

Contact: Donald Plunkett 717-780-3871

INTERNAL GUIDELINES:

- Homeowner's Emergency Mortgage Assistance Program Policies and Procedures

Contact: Daryl Rotz 717-780-3922

- PHFA Board Minutes and Resolutions
- PHFA Employee Manual
- Bylaws of the Pennsylvania Housing Finance Agency
- PHFA Right To Know Act Policy

Contact: Carrie Barnes 717-780-3846

OTHER:

- PHFA Annual Reports
- Inventory of Assisted Rental Housing
- PHFA Statewide Homeownership Program Homebuyers Workbook
- Report on the Use of Act 137—The County Affordable Housing Trust Fund Legislation
- PHFA Possibilities (newsletter)
- Pathway to Senior Activities (resource guide)
- PHFA Service Connection (supportive services newsletter)
- Answers to Common Questions About the Homeowner's Emergency Mortgage Assistance Loan Program (fact sheet)
- PHFA Pamphlets:
 - Programs of the Pennsylvania Housing Finance Agency
 - Statewide Homeownership Program
 - Lower Income Homeownership and Closing Cost Assistance Programs
 - Questions & Answers about the Federal Recapture Tax
 - Home Energy Efficiency and Home Buying
 - Homeowner's Emergency Mortgage Assistance Program
 - Supportive Services Program
 - Tax Credit Program

Contact: Phil Friday 717-780-3915

PENNSYLVANIA INFRASTRUCTURE INVESTMENT AUTHORITY
—PENNVEST—

POLICY STATEMENTS:**Internal Guidelines:**

- Policy and Procedure for Application, Permit and Right of Way Deadlines and Application Retainage, A-1, September 21, 1992

- Policy and Procedure for the Renegotiation of Financial Assistance Terms, A-5, August 20, 1991.
- Policy and Procedure for Project Cost Increases, A-6, November 1, 1995
- Policy and Procedure for Emergency Work Undertaken Without A Letter of No Prejudice, A-10, 1991.
- Policy and Procedure for Funding Tap in Fees, A-11, February 14, 1995
- Policy and Procedure for Force Account Work, A-12, May 24, 1993.
- Policy and Procedure for Eligible Amount of Acquisition Cost, A-13, November 19, 1992.
- Policy and Procedure for Eligibility of Street Resurfacing Costs, A-14, November 19, 1992
- Policy and Procedure for Project Costs and Loan Closings, B-1, August 20, 1991
- Policy and Procedure for the Selection of Contractors By Borrowers, B-7, August 20, 1991.
- Policy and Procedure for Establishment of Borrowers' Accounts, B-8, August 20, 1991.
- Policy and Procedure for Commitment Acceptance and Closing Deadline, B-9, May 24, 1993

Contact: Elaine Keisling 717 783-4494

- PENNVEST: Pennsylvania's Doorway to the Future, 1994.
- On-Lot Sewage Disposal System for the Individual Homeowner Funding Program August, 1997.
- A Water, Sewer and Stormwater Utility's Guide to Financial and Technical Assistance Program, May, 1997.
- Pennsylvania Infrastructure Investment Authority Application, April, 1996.
- PENNVEST Annual Report, November, 1996.
- Liquid Assets/ Newsletter; July, 1997.

Contact: Lou Ann Buffington (717) 787-8138.

**PUBLIC SCHOOL EMPLOYES' RETIREMENT SYSTEM
PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM**

Public School Employes' Retirement System

POLICY STATEMENTS:

- Paying of Benefits when PSERS has been Notified of Pending or Completed Divorce Action
- Purchase of Service Waiving of Payroll Deductions
- Paying Death Benefits when Ex-Spouse is Last Named Beneficiary
- Contested Death Benefits
- Maternity Leave of Absence
- Elimination of Frozen Present Value
- Crediting Service For Lockouts
- Method of Payment For Purchase of Service
- Return to School Service for an Emergency Annuitant
- Direct Rollover Limitations
- Overpayments and Direct Rollovers
- Alternate Retirement Dates and Termination Date
- Special Retirement Incentive 30-Year Window
- Inactive Interest
- Employment and Income Restrictions for Disability Annuitants
- Interpretation of Declaration of Intent to Retire Under Mellow
- Multiple Service Election
- Leaving Service Before Age 62 With Less Than Ten Years of Service
- Converting Hours to Days
- Crediting Purchases of Service during a Non-Qualifying Year
- Definition of "School Year"
- Rate of Contribution
- Paying Death Benefits and Collecting Overpayments from Deceased Members' Accounts
- Activated Military Leave (Approved Military Leave of Absence)
- Paying Death Benefits and Collecting Overpayments from Deceased Members' Accounts
- Cadet Nurse Service

- Birthday Rule for Determining Eligibility for Retirement Benefits

Contact: Frank Ryder (717) 720-4733

GUIDANCE MANUALS:

- PSERS Member Handbook (Current Ed. 1995)
- PSERS Retired Member Handbook (Current Ed. 1993)
- PSERS Update
- PSERS Videos:
 - Working For Your Future
 - A Foundation For Your Retirement
 - Here When You Need Us
 - Enjoying Your Retirement
 - Making the Most of Your Retirement Dollars
- PSERS Pamphlets:
 - Let's Talk: About Leaving Employment
 - Let's Talk: About Taxes on Your Retirement Account
 - Let's Talk: About Disability Benefits
 - Let's Talk: About Being Retired
 - Let's Talk: About Your Retirement and Divorce
 - Let's Talk: About Death Benefits
 - Let's Talk: About Purchasing Credit for Service
- PSERS Retirement Chalkboard (Active Members Newsletter)
- PSERS Benefits Hotline (Retired Members Newsletter)
- PSERS Reporting Unit Bulletin
- Contact: Frank Ryder (717) 720-4733

DECISIONS:

- PSERS Board of Trustees Adjudications

Topics:

- Act 1991-23 ("Mellow Bill")
- Change of Option
- Cost of Living Increase
- Credited Years of Service
- Death Benefit
- Disability
- Effective Date of Retirement
- Final Average Salary
- Frozen Present Value
- Forced Maternity Leave
- Health Care Premium Assistance
- Membership Eligibility
- Merchant Marine
- Multiple Service Credit
- Overpayment
- Payment of Interest
- Pension Forfeiture
- Purchase of Service
- Reinstatement
- Retirement-Covered Compensation
- Miscellaneous

Contact: Frank Ryder (717) 720-4733

INTERNAL GUIDELINES:

- PSERS Investment Policy
- PSERS Board Minutes and Resolutions
- Sample Domestic Relations Order and Instruction Memo
- PSERS Employer Reference Manual
- Board Bylaws
- Board Election Guidelines
- Asset Allocation Plan
- Board Corporate Governance Voting Policy
- PSERS Policy on Public Information

- PSERS Business System Final Requirements Document

Contact: Frank Ryder (717) 720-4733

OTHER:

- PSERS Annual Financial Report (Includes Mission Statement)
- Actuarial Report (annual and 5 year)
- Actuarial Tables and Computational Procedures, Pa. Bulletin, Vol. 27, No. 33, pp. 3726- 3739, July 26, 1997
- Health Options Program Enrollment Package

Contact: Frank Ryder (717) 720-4733

Pennsylvania Municipal Retirement System

POLICY STATEMENTS:

- Paying and Tracking Outside Bills and Assets Portability

GUIDANCE MANUALS:

- PMRS Notes & News
- PMRS Pamphlets:
 - Plan Benefit Summary (individualized for each municipality)
 - Evaluating Your Pension Plan
 - Pennsylvania Municipal Retirement System
- Individual Municipality Plan Benefit Agreements
- PMRS Procedures Manual (1984)

DECISIONS:

- PMRS Board of Trustees Adjudications

Topics:

- Death Benefit
- Pension Forfeitures
- Purchase of Service
- Vesting
- Miscellaneous

INTERNAL GUIDELINES:

- PMRS Investment Guidelines and Proxy Voting
- Investment Consultant Quarterly Reports
- Comprehensive Annual Financial Report
- Annual Report Summary
- Actuarial Reports (Annual Evaluation and 5 year Experience Study Report)
- Actuarial Tables
- Sample Domestic Relations Order and Instruction Memo
- PMRS Board Minutes and Resolutions
- PMRS Policy on Public Information

PUBLIC WELFARE

(Editor's Note: Statements of Policy are in upper and lower case. Notices of Rule Change are in all capitals. Notices of Rule Change adopted more than 180 days before deposit are starred (*).)

Office of Income Maintenance—

Contact: Edward J. Zogby (717-787-4081)

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1983	Ch. 166	Computation of CWEP Hrs.	10/25/83	166-83-57
	Ch. 275	Postmark Date as the Recept. Indicator for Appeals and for Requests for Reconsideration	03/15/84	275-84-10
• 1984	Ch. 297	Change in Reimbursement Policy for AFDC/SSI	03/15/84	297-84-1
• 1985	Ch. 187	Definition of Child Born Out-of-Wedlock	11/08/85	00-85-23(T)
• 1988	Ch. 100	Health Insurance Provisions for Single Point of Contact (SPOC)	05/25/88	100-88-2

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1989	Ch. 275	Instructions for Applying the Court Ruling in Juras vs. DPW	06/30/89	275-89-1
• 1990	Ch. 183	Additions to/Deletions from a Budget Group	01/08/90	183-90-01
	Ch. 183	Cash Assistance Clarifications: Residence and Income	12/28/90	183-90-05
• 1991	*CH. 289	EMERGENCY ASSISTANCE	07/05/91	0289-91-01
	*CH. 140	MANDATORY CONTINUATION OF MA THROUGHOUT PREGNANCY AND POSTPARTUM PERIOD	08/20/91	0140-91-01
• 1993	*CH. 178	MA-EXCLUSION OF RESOURCES FOR SSI-RELATED, AFDC-RELATED AND GA-RELATED CHILDREN UNDER 21 AND FOR SSI-RELATED, AFDC-RELATED AND GA-RELATED FAMILIES WITH CHILDREN UNDER 21	06/18/93	178-93-01
	*CH. 141	CHRONICALLY NEEDY NON-FINANCIAL ELIGIBILITY DETERMINATION	07/19/93	141-93-01
	*CH. 166	PROVIDING SUPPORTIVE SERVICES TO PARTICIPANTS IN THE COMMUNITY WORK EXPERIENCE PROGRAM	08/21/93	166-93-01
• 1994	*CH. 257	REVISIONS TO 55 PA. CODE CHAPTER 177 (RESOURCES) AND 257 (REIMBURSEMENT)	06/24/94	257-94-01
	*CH. 141	REVISIONS TO 55 PA. CODE CHAPTERS 171, 147, 166, 177, 178 AND 181: CHANGES TO THE GA NON-FINANCIAL REQUIREMENTS, RELATED MA BENEFITS AND CWEP	09/01/94	141-94-01
	*CH. 227	REVISIONS TO 55 PA. CODE CHAPTER 227 CORRECTION OF UNDERPAYMENTS TO FORMER RECIPIENTS	11/22/94	227-94-01
• 1995	*CH. 257	MA ESTATE RECOVERY— CHAPTER 178— MEDICAL ASSISTANCE RESOURCES; CHAPTER 257—REIMBURSEMENT	06/01/95	257-95-01
	*CH. 141	REVISIONS TO 55 PA. CODE CHAPTERS 141, 178, AND 181: ELIMINATION OF THE TRANSITIONALLY NEEDY (TN) COMPONENT OF THE GENERAL ASSISTANCE (GA) PROGRAM	07/12/95	141-95-01
• 1996	CH. 125	ACT 1995-20 PROVISIONS RELATING TO PERSONS SENTENCED OR CHARGED FOR A FELONY OR MISDEMEANOR	04/05/96	125-96-01
•CH. 141		CHANGES TO AFDC, GA AND MA REQUIREMENTS AS MANDATED BY THE WELFARE REFORM ACT OF 1996, ACT NO. 1996-35	07/05/96	141-96-01

GUIDANCE MANUALS:

- Cash Assistance Handbook
- Food Stamp Handbook
- Medical Assistance Eligibility Handbook
- Nursing Care Handbook
- Supplemental Handbook
- Medicaid in Pennsylvania
- Low-Income Home Energy Assistance Program Final State Plan
- Actions for Support

Office of Medical Assistance—Contact: Suzanne Love (717-787-1870)

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1981	Ch. 1251	Clarification of M.A. Bulletin # 22-80-01	08/19/81	22-81-01
	Ch. 1121	Info. Concerning Claims Submitted as Compounded Prescriptions	06/30/82	19-82-02
• 1984	Ch. 1101	Third Party Resource and Copay	11/01/84	99-84-15
	Ch. 1163	Physician Attestation Statement	12/31/84	01-84-15 11-84-25
• 1985	Ch. 1141	Decision Concerning Prof. Component Billing	01/25/85	01-85-01
	Ch. 1141	Physician Assistant Use	04/22/85	01-85-05
	Ch. 1245, 1163	Ambulance Transportation	04/22/85	11-85-08
	Ch. 1163	Psych. Inpatient Adm of Patients with D/A and Psychiatric Diagnoses	05/31/85	13-85-04
	Ch. 1101	Copayments/Guidelines/Exemption for Pregnancy & Ability to Pay	10/17/85	99-85-12
	Ch. 1153	Require. for Treatment Plans & Doc. of Treatment	10/31/85	29-85-01 33-85-02
	Ch. 1149	Clarification of Treatment Plan Requirements for Orthodontists	02/11/86	03-86-1
	Ch. 1163	Offset of Investment Income	02/21/86	11-86-04
	Ch. 1151			12-86-02 13-86-01
• 1986	Ch. 1101.75 (a)(5)	Policy Clarification	07/23/86	19-86-06
	Ch. 1101	Policy Clarification Re: Provider's Signature	09/19/86	99-86-06
	Ch. 1101	Professional License No.	10/13/86	11-86-12 12-86-05
	Ch. 1101	Preclusion of Convicted Persons, Not Providers, from Participation or Involvement in the MA Prg.	10/24/86	99-86-09
	Ch. 1123	Durable Medical Equipment Warranties	10/28/86	05-86-02 19-86-07
	Ch. 1101	Records Maintenance and Avail. Requirements	11/05/86	23-86-02
• 1987	Ch. 1101	Physicians' Response. Home Health Services	01/12/87	01-87-01
	Ch. 1223	Letter of Agreement-D&A Single County Authorities	01/23/87	11-87-01 12-87-01 13-87-01
	Ch. 1223	Contractual Agreement Single County Authority	02/12/87	28-87-01
	Ch. 1149	Palliative Emerg. Treat.	04/24/87	03-87-02 27-87-01
	Ch. 1101	Records Maint. and Avail. Require. for Chiropractors	04/27/87	07-87-01
	Ch. 1249	Reimbursement-Home Health Services in PCH	05/22/87	23-87-01
	Ch. 1101	Professional Lic. No.	06/10/87	10-87-01
• 1987	Ch. 1223	Nonrecompensable Services Drug Screens	07/29/87	11-87-05 12-87-04 16-87-01 28-87-02
	Ch. 1101/ Ch. 1123	Coverage for Motorized Wheelchairs	07/30/87	05-87-02 01-87-08 19-87-06
	Ch. 1101	Policy Relating to Apnea Monitors	09/02/87	01-87-15 05-87-04 19-87-09

NOTICES

3697

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
	Ch. 1150	Spec. Enroll. Req. to Bill Tech. Comp. of Ped. Pneumograms	10/07/87	05-87-05 19-87-10
• 1988	Ch. 1101	Policy Clarification Regarding Physician License	07/01/88	1101-88-01
	Ch. 1249	Clarification of Condition Under Which MA Recipients Are Considered Homebound	09/26/88	1249-88-01
• 1989	Ch. 1101	Policy Reminder Regarding Practitioner License Requirements	09/09/89	1101-89-02
• 1989	Ch. 1163	Assignment of DRG (Neonate)	11/18/89	1163-89-01
• 1990	Ch. 1150	Payment Policy for Consultations	04/27/90	1150-90-01
	Ch. 1249	Use of Medicare Form HCFA-485	06/08/90	1249-90-01
• 1991	*CH. 1101	EPSDT—OBRA '89	08/02/91	1101-91-01
	CH. 1121			1121-91-02
	CH. 1123			1123-91-01
	CH. 1241			1241-91-01
• 1992	*CH. 1141	CLOZAPINE SUPPORT SERVICES	01/31/92	1141-92-01
	*CH. 1153			1153-92-01
	Ch. 1241	Revised EPSDT Immunization Guidelines	12/11/92	1241-92-01
• 1993	*CH. 1165	PAYMENT FOR MENTAL HEALTH SERVICES PROVIDED IN A RESIDENTIAL TREATMENT FACILITY FOR ELIGIBLE INDIVIDUALS UNDER 21 YEARS OF AGE	01/01/93	1165-93-01
	*CH. 1121	CHANGES IN THE MEDICAL ASSISTANCE PHARMACEUTICAL BENEFITS	07/09/93	1121-93-01
	*CH. 1149	DENTAL SERVICES FOR ADULTS	07/09/93	1149-93-01
	*CH.	1101 BASIC HEALTH CARE FOR ADULT GENERAL ASSISTANCE RECIPIENTS (FELIX ET. AL. V. CASEY ET. AL.) STIPULATION OF SETTLEMENT	07/21/93	1101-93-03
• 1993	*CH. 1101	UPDATE TO EXCEPTIONS PROCESS AND CRITERIA UNDER THE GENERAL ASSISTANCE BASIC HEALTH CARE PACKAGE	07/21/93	1101-93-04
	Ch. 1241	Centers for Disease Control Blood Lead Testing	09/03/93	1241-93-01
	Ch. 1101	Business Arrangements Between Nursing Facilities and Pharmacy Providers	10/08/93	1101-93-05
• 1994	Ch. 1241	Update to Blood Lead Testing Guidelines	04/08/94	1241-94-01
	*CH. 1239	M.A. CASE MANAGEMENT SERVICES FOR RECIPIENTS UNDER THE AGE OF 21	05/17/94	1239-91-01
	*CH. 1121	PHARMACEUTICAL SERVICES DRUG COVERAGE FOR MEDICALLY NEEDY IN NURSING FACILITIES	06/24/94	1121-94-01
	*CH. 1249	PRIOR AUTHORIZATION OF HOME HEALTH SERVICES (REVISED)	07/01/94	1249-94-02
	*CH. 1121	PHARMACEUTICAL SERVICES PRIOR AUTHORIZATION REQUIREMENT MULTISOURCE BRAND NAME DRUGS	08/26/94	1121-94-02
• 1994	*CH. 1121	TREATMENT OF INFERTILITY—	08/30/94	1121-94-03
	CH. 1126	DISCONTINUED COVERAGE FOR		1126-94-01
	CH. 1129	DRUGS AND RELATED SERVICES		1129-94-01
	CH. 1141			1141-94-01
	CH. 1163			1163-94-01
	CH. 1221			1221-94-01
	CH. 1225			1125-94-01
	CH. 1242			1242-94-01

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
	*CH. 1101 1101-94-01	GENERAL ASSISTANCE RESTRUCTURE AS A RESULT OF ACT 49		09/02/94
• 1995	CH. 1153	ACCESSING OUTPATIENT WRAPAROUND MENTAL HEALTH SERVICES	09/08/95	1153-95-01
	CH. 1157	MENTAL HEALTH SERVICES PROVIDED IN NON-JCAHO	09/08/95	1157-95-01
	CH. 1165	UPDATE-JCAHO-ACCREDITED RTF SERVICES	09/08/95	1165-95-01
• 1995	*CH. 1153	PRIOR AUTHORIZATION OF PARTIAL HOSPITALIZATION	12/30/94	1153-95-01
	CH. 1163	PAYMENT POLICY FOR ABORTION SERVICES	12/15/95	1163-95-02
• 1996	CH. 1101	LIMITS ON OFFICE VISITS UNDER THE GENERAL ASSISTANCE (GA) BASIC HEALTH CARE PACKAGE	03/18/96	1101-96-01
	Ch. 1101	Medical Assistance Deductible	09/20/96	1101-96-02
• 1997	Ch. 1141	Revision to Physician Assistant and Nurse Midwife Supervision Requirement	07/30/97	1141-97-01
• 1998	Ch. 1101	Regulation Changes Regarding	07/01/98	1101-98-01
	Ch. 1141	"Emergency Medical Condition"		1141-98-01
	Ch. 1150			1150-98-01
	Ch. 1221			1221-98-01
	Ch. 1163	Revision of Utilization Guidelines for Inpatient Hospital Drug and Alcohol Services Under the Medical Assistance Program	05/18/98	1163-98-01

GUIDANCE MANUALS:

- Provider Handbook 01—Physician
- Provider Handbook 03—Dentist
- Provider Handbook 04—Podiatrist
- Provider Handbook 05—Medical Supplier
- Provider Handbook 06/08—Short Procedure Unit/Ambulatory Surgical Center
- Provider Handbook 07—Chiropractor
- Provider Handbook 09—Birth Centers
- Provider Handbook 10-I—Independent Medical/Surgical Clinic
- Provider Handbook 11-I—Inpatient Hospital (Encompasses provider types General Hospital, Rehabilitation Hospital, Private Mental Hospital, State Mental Hospital and Extended Acute Psychiatric Care)
- Provider Handbook 11-O—Outpatient Hospital (Encompasses provider types General Hospital, and Rehabilitation Hospital)
- Provider Handbook 15—Optometrist
- Provider Handbook 16—Independent Laboratory
- Provider Handbook 17—Health Maintenance Organization
- Provider Handbook 18—Ambulance Company
- Provider Handbook 19—Pharmacy
- Provider Handbook 20—Portable X-Ray Provider
- Provider Handbook 21—Renal Dialysis Center
- Provider Handbook 22—Funeral Director
- Provider Handbook 23—Home Health Agency
- Provider Handbook 26—Rural Health Clinic
- Provider Handbook 28—Drug and Alcohol Clinic
- Provider Handbook 29—Outpatient Psychiatric Clinic
- Provider Handbook 30—Family Planning Clinic
- Provider Handbook 31—Midwives
- Provider Handbook 33—Psychiatric Partial Hospitalization Facility

- Provider Handbook 36-L—Nursing Facility Services (Encompasses provider types State Mental Retardation Center, Private ICF/MR, State Restoration Center, County Nursing Facility and Private Nursing Facility)
- Provider Handbook 37—Hospice
- Provider Handbook 41—Psychologist
- Provider Handbook 42—Comprehensive Outpatient Rehabilitation Facility
- Provider Handbook 43—Physical Therapist
- Provider Handbook 44—Certified RN Anesthetist
- Provider Handbook 48—Family Based Rehabilitation Service
- Provider Handbook 49—Certified RN Practitioner
- Provider Handbook 50—Early Periodic Screening, Diagnosis and Treatment (EPSDT) Provider
- Provider Handbook 53—Extended Acute Psychiatric Care
- Provider Handbook 54—Nutritionist
- Provider Handbook 55—PA Department of Aging (PDA) Waiver
- Provider Handbook 56—Attendant Care

Office of Social Programs—Contact: Edward Spreha (717) 783-8741

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1993	Ch. 2620	Increase in Personal Needs Allowance for Residents of Personal Care Homes	08/16/93	2620-93-02
• 1998	Ch. 2620	Licensing Compliance Prediction System for the Personal Care Home Regulations	06/30/98	99-98-01

GUIDANCE MANUALS:

Bureau of Blindness and Visual Services

- Specialized Services Handbook

Bureau of Social Services

- Attendant Care Program Fiscal Manual
- 1997-1998 Attendant Care Program Requirements (Note: Revised/Reissued Annually.)
- 1991-1992 Community Services Program for Persons with Physical Disabilities (CSPPPD)
- Home and Community-Based Services Waiver (Note: A CSPPPD Document on the Omnibus Budget Reconciliation Act Waiver, #0235.)
- Office of Social Programs Independence Waiver
- Homeless Assistance Program—Instructions and Requirements for 1998-1999 - (Note: Revised/Reissued Annually.)
- Human Services Development Fund—1998-1999 Instructions and Requirements - (Note: Revised/Reissued Annually.)
- Human Services Development Fund (HSDF)—Instructions and Requirements Supplements:
Supplement A—Eligibility for Adult Services Funded Through the HSDF
Supplement B—Services Definitions—Adult Services
Supplement C—Services Definitions—Generic Services
- Medical Assistance Transportation Program—Instructions and Requirements - (Note: Revised/Reissued Annually)
- Medical Assistance Transportation Program—Policy Clarifications Manual—(Note: Revised/Reissued Annually)
- Interpretive Guidelines for Personal Care Home Regulations—Chapter 2620
- Operating A Personal Care Home
- Personal Care Home Administrator Training Requirements

Office of Children, Youth & Families—Contact: Brian G. Kahler 717-787-5199

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1980	Ch. 3140	Funding of Basic Ed. Components of Private Day Treatment Center Programs	10/29/80	99-80-22
• 1981	Ch. 3490	Reporting Suspected Child Abuse in Institutions, Schools, Facilities & Agencies	09/30/81	3490-81-02

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1982	Ch. 3140	Elig. Reg. Relating to Adjudicated Delinquent Youth Under the Title IV-E Placement Maint. Prog.	10/01/82	3140-82-01
• 1983	Ch. 3130	Clarification of the Definition of "Accept for Service"	02/04/83	3130-83-03
	Ch. 3700	Waiver for Foster Family Homes by Foster Family Care Agencies	02/04/83	3700-83-01
	Ch. 3130	Clarification of County C & Y Agency Requirements with Respect to Fee Setting	02/04/83	3130-83-04
	Ch. 3130	Participation on Agency Administrative Review Panel	02/04/83	3130-83-06
	Ch. 3130	Clarif. on Caseworker-to-Family Case Load Ratio & Case Management Functions	02/04/83	3130-83-07
	Ch. 3140	Clarif. of Adoption Asst. to Relatives in Adoption Cases	05/02/83	3140-83-07
	Ch. 3140	Response. of the Co. for Legal Representation for Children and Parents	06/10/83	3140-83-09
• 1983	Ch. 3140	Reimbursement to Parents for the Cost of Child Visits	08/15/83	3130-83-11
	Ch. 3130	Child Placement Regist. Index	08/29/83	99-83-18
• 1984	Ch. 3140	Reimbursement Rates for Placements in VisionQuest Wilderness & Wagon Train Programs	01/12/84	3140-84-01
	Ch. 3001	Transmittal of Interdpt. Memo. on Nonimmunized Students Excluded from Attending School	07/08/84	99-84-13
• 1984	Ch. 3490	Release of Child Abuse Info. to the Media	08/15/84	99-84-20
	Ch. 3700	Reimbursement for Relative Foster Parents	09/01/84	3130-84-07 3700-84-02
	Ch. 3140	VisionQuest Policy	09/07/84	3140-84-05
• 1985	Ch. 3001.5	Unannounced Visits to Licensed & Approved Facilities/Agencies	08/20/85	99-85-18
	Ch. 3130	Non-Mandatory Regis. Requirement for Individ. 18 Yrs. & Older with PA Adoption Cooperative Exch.	09/16/85	99-85-24
	Ch. 3490	Providing Copies of Child Abuse Reports to Subjects	11/20/85	99-85-28
	Ch. 3490	Abandoned Children and the Child Protective Services Law	12/02/85	99-85-29
• 1986	Ch. 3140	Continuing Eligibility for Adoption Assistance	04/15/86	3140-86-02
	Ch. 3490	Law Enforcement Officials as Perpetrators of Suspected Child Abuse	07/15/86	3490-86-04
	Ch. 3350	Screening Prospective Adoptive Parents Pursuant to Act 33 of 1985	09/02/86	3350-86-01
	Ch. 3140	Title IV-E Elig. Issues	09/18/86	3140-86-05
• 1987	Ch. 3490	Implementation of Child Protective Svc. Policies Relating to Alleged Medical Neglect of Disabled Infants	05/01/87	3490-87-01
	Ch. 3170	Fin. Part. in Costs of Co. Human Svc. Depts.	08/31/87	3140-87-02
	Ch. 3490	Sharing Child Abuse Info Among DPW Offices	09/01/87	3490-87-03
• 1987	Ch. 3140	Personal Incident Costs	10/01/87	3140-87-05
	Ch. 3130	Child Placements with Emergency Caretakers	10/15/87	3130-87-07
• 1989	Ch. 3350	Adoption Record Disclosure	06/06/89	3350-89-01
	Ch. 3490			Definition of Founded
	06/08/89	3490-89-01 Report of Child Abuse		

NOTICES

3701

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1992	Ch. 3040	Establishing Waiting List Service Priorities	06/27/92	3040-92-01
• 1994	Ch. 3130	County Children and Youth Agency Responsibility for Juveniles in Police Custody	03/19/94	3130-93-02
	Ch. 3270	Overpopulation of Indoor	07/30/94	3001-94-01
	Ch. 3280	Child Care Space		
• 1995	Ch. 3040	Application in County of Residence for the Subsidized Child Day Care Program	10/30/95	3040-95-01
	Ch. 3270	Certified Childcare	11/01/95	3001-95-01
	Ch. 3280	Professional Credential		
	Ch. 3290			
• 1996	Ch. 3040	Subsidized Child Day Care Number of Days of Enrollment for Service	07/06/96	3040-96-01
	Ch. 3001	Day Care—Supervision of Children		3001-96-01
	Ch. 3001	Day Care—Posting DPW Inspection Summaries		3001-96-02
	Ch. 3001	Day Care—Inaccessibility of Above Ground Swimming Pools		3001-96-03
	Ch. 3001	Day Care—Departmental Access to the Facility Premises		3001-96-04
	Ch. 3140	AFCARS		3140-96-01
	Ch. 3140	Title IV-A Emergency Assistance Fiscal Procedures/EA Delinquency Prohib.		3140-96-02
	Ch. 3170	Maximum Rate of Participation for County Children and Youth Agencies		3170-96-01
	Ch. 3490	Act 151 Amendments		3490-96-01
	Ch. 3490	Clearance Statements for School Employees		3490-96-02
	Ch. 3490	Certification and Training for Children and Youth Workers		3490-96-03
	00	OCYF Bulletin Board Systems		00-96-02
	00	Update of Policies and Procedures for Juveniles in Detention		00-96-03
	00	Maximization of the OCYF's Grant Funds		00-96-04
	00	Surveying and Evaluating Child Welfare Agencies Implementation and Compliance with MEPA		00-96-06
	00	Title IV-E and Title IV-A Invoicing/Two Year Limit		00-96-09
• 1997	Ch. 3001	Day Care—Exemption from Immunization Requirements	03/29/97	3001-97-01
	Ch. 3001	Day Care—Ground Surface Requirements	06/01/97	3001-97-02
	Ch. 3140	Needs-Based Budget Plan/Budget Amendment Review Criteria	01/03/97	3140-97-01
	Ch. 3140	Availability of Federal Financial Participation For Profit Residential Child Care Facilities		3140-97-02
	Ch. 3140	AFCARS/SACWIS		3140-97-03
	Ch. 3140	1997/98 Final Child Welfare Needs-Based Allocations		3140-97-04
	Ch. 3140	1997/98 Title IV-E Independent Living Program Guidelines		3140-97-05
	Ch. 3140	Temporary Assistance to Needy Families Procedures	03/05/98	3140-97-06
	Ch. 3140	FY 1998/99 County Children and Youth Needs-Based Plan Guidelines and FY 1997/98 Implementation Plan Instructions	07/18/97	3140-97-08
	Ch. 3350	Statewide Adoption Network (SWAN) Policies and Procedures	01/15/98	3350-97-01

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
	00	Kinship Care Guidelines	10/01/97	00-97-06
	00	Access to Pennsylvania State Police Records	10/01/97	00-97-09
	00	Megan's Law—Providing Information Regarding Sexually Violent Offenders, Releasing Case Record Information	10/14/97	00-97-11
	00	Priority Placement Request Procedures for the Interstate Compact on the Placement of Children	12/01/97	00-97-12
	Ch. 3490	County Children and Youth Risk Assessment Policies and Procedures	04/15/97	3490-97-01
• 1998	Ch. 3130	Interim Implementation Guidelines for the Adoption and Safe Families Act	03/26/98	3130-98-01
	Ch. 3140	FY 1999/2000 County Children and Youth Needs-Based Plan Guidelines and FY 1998/99 Implementation Plan Instructions	04/13/98	3140-98-01
	Ch. 3140	NMEPA 1994—Small Business Job Protection Act of 1996	02/07/98	3140-98-03
	Ch. 3170	Maximum Rates of State Participation for County Children and Youth Agencies	04/03/98	3170-98-01
	00	Children Placed a Substantial Distance From Home	02/01/98	00-98-03
	00	1997 Association of Juvenile Compact Administrators Rules and Regulations Amended Travel Permit	06/01/98	00-98-06

GUIDANCE MANUALS:

- Update of Policies and Procedures for Juveniles in Detention
- 96-97 Title IV-E Independent Living Program Guidelines and Application Process
- Act 151 Amendments
- Clearance Statements for School Employees
- Certification and Training for Children and Youth Workers
- Maximization of the Office of Children, Youth and Families' Grant Funds
- Office of Children, Youth and Families Bulletin Board System
- Adoption and Foster Care Reporting System
- Title IV-A EA Fiscal Procedures/EA Delinquency Prohibition
- FY 97-98 County Children and Youth Needs-Based Plan and FY 96-97 Implementation Plan Instructions
- Education Portions of "Non-Educational" Residential Placements
- Federal Regulations Affecting Children's Eligibility for Supplemental Security Income (SSI) Benefits
- Children Living on Their Own: Referrals from School Districts
- Title IV-E Placement Maintenance and Adoption Assistance Invoicing
- Distribution of OCYF Children and Youth Survey and Evaluation Manual
- Indirect Costs Guidelines for County Children and Youth Agencies
- Multiethnic Placement Act of 1994: Procedures to Implement
- Statewide Adoption Network (SWAN) Policies and Procedures
- Continuity of Health Care for Children in the Custody of County Children and Youth Agencies
- Emergency Assistance Initiative—County Child Welfare Services
- Needs-Based Plan and Fourth Quarter Invoice Submission
- Supreme Court Decision A.Y. v. Department of Public Welfare and Allegheny County Children and Youth
- Amendments to the Child Protective Services Law that became effective July 1, 1995
- Family to Family Restructuring Foster Care Initiative Grants
- Revised Waiver Procedure for Regulations Governing Children and Youth Social Service Programs
- Request for Medical Assistance Benefits for Juveniles Placed in County Juvenile Detention Centers
- EPSDT Protocol for Children in Placement

- Consent to EPSDT Child Screening
- County Children and Youth Program Title XX and Title IV-B Procedures
- Random Moment Time Study/Federal Funding Components
- Surveying and Evaluating Satellite Offices of Private Foster Care and Adoption Agencies
- Compliance with the Conflict of Interest Provisions of Chapter 3680—Administration of Private Children and Youth Social Service Agencies
- Notice to Implement Maher vs. White Court Opinion—Civil Action No. 90-96-74
- Medical Assistance for Children
- Automatic MA Enrollment for Children Placed by County Children and Youth Agencies and Juvenile Probation Officers
- Planning Permanent Families for Children Residing in Mental Retardation Residential Facilities
- County Children and Youth Agency Responsibility for Juveniles in Police Custody
- Audit Clause Language for Use in All County Child Welfare Service Provider Contracts
- Interagency and Intergovernmental Agreements
- Coordination of Child Support Collections Between County Children and Youth Agencies and County Domestic Relations Sections
- Transmittal of Regulations Amending Chapter 3130 Administration of County Children and Youth Social Service Programs
- County Claiming for Child Welfare Training Costs
- Services for Children in Foster Family Care Who are Placed Out-of-County
- Mother/Infant Foster Care—Title IV-E
- Statements of Policy—Amendments to Chapter 3130 Due Process Protections for Parents and Children
- Title IV-D Collections/Title IV-E Invoicing
- Inter-country and Independent Interstate Adoptions
- Submission of Title IV-E Invoices and Quarterly Expenditure Reports
- COBRA (P. L. 99-272) Changes to Title IV-E Adoption Assistance and Placement Maintenance Costs Incident to Special Needs Adoption
- Screening Student Interns
- Status of OCYF Regulations
- Early Intervention Services and Referrals by County Children and Youth Agencies for Handicapped or "At Risk" Preschool Children
- County Children and Youth Advisory Committee Guidelines
- Indirect Costs Under the County Costs Allocations Plan Guidelines
- Reporting Unusual Incidents at Facilities and Agencies Licensed or Approved by the Office of Children, Youth and Families
- Changed Procedure for Conducting MA Eligibility Redeterminations for Children Not Receiving Title IV-E Benefits
- Interstate Compact on the Placement of Children
- Reporting of Indirect Costs—County Children and Youth Services
- Interstate Compact on Juveniles
- Instruction for Completing the Revised Child Protective Services Investigation Report
- PA Adoption Cooperative Exchange Standard Operating Procedures Manual
- Jurisdiction of Office of Hearing and Appeals in Family Service Plans Cases
- Model Case Plan Forms and Instructions
- Revision to Child Placement Registration Index
- Application of Chapter 3700 Regulations When Relatives Provide Substitute Family Care
- Implementation of Allowable Costs for Title IV-E Placement Maintenance and Adoption Assistance Program
- Audit Requirements for the County Children and Youth Audit Reports
- Description of the PA Children and Youth Information System
- 3130.31(4) Case Management Responsibilities When a Report of Suspected Child Abuse is received Involving a Case Already Accepted for Service
- Clarification of Eligibility Requirements Re: Adjudicated Delinquent Youth Under Title IV- E Placement Maintenance Program
- 3140.203(2), 3140.203(b)(6) and 3140.204(d) Adjustment to Adoption Assistance (Subsidy) Agreements

- Issuance of OCYF Complaint Policy Procedures
- Notice of Right to Appeal for Spanish Speaking Clients
- Eligibility Determination Procedures for Placement Maintenance, Adoption Assistance, Medical Assistance
- Release of Inspection/Monitoring Reports
- Guidelines for Approving Foster Families to Have More than Six Children in a Home
- Contracts for the Administration of the Local Management Agencies
- Local Management Agency Policy and Procedures Manual
- “Dear Contractor Letters”—a series of letters providing contract clarifications for subsidized child day care

INTERNAL GUIDELINES:

- Children and Youth Survey and Evaluation Manual
- Needs-Based Plans and Budgets: A Guide to Program Decisions
- Child Death Review Policy and Procedures
- Children and Youth System Policy and Procedures Manual: Accessing Mental Health Services Provided in a Residential Treatment Facility
- A Guide to Foster Parenting
- Application of Child Day Care Service Regulations 10/21/94, Class I Bulletin, 00-94-10
- Procedures for the Regulation of Child Day Care Facilities 2/13/95, Class I Bulletin, 00-95-03
- Waivers of Child Day Care Service Regulations 7/3/95, Class I Bulletin, 00-95-07
- Youth Development Center/Youth Forestry Camp Policy Manual

Office of Mental Health and Substance Abuse Services/Mental Retardation

Contact: Kathy Raptosh—717-787-4114 & Dave Kauffman 717-783-3636

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1981	Ch. 4000	Procedures for Charging & Collecting of Tuition Expenses for School-Age Residents in MR & MH Residential Facilities	09/02/81	199-81-01
• 1982	Ch. 4000	Respon. for Collection of Tuition Exp. Under Act 199 of 1980 for Out-of-State Residents	03/17/82	199-82-01
	Ch. 4000	Notice of Assessments (Joint MH/MR Bulletin)	04/16/82	99-82-15
• 1985	Ch. 4000	County Indirect Cost Allocation Plan Guideline Update—Maintenance In Lieu of Rent as a Direct Cost (Joint MH/MR Bulletin)	08/22/85	99-85-17
• 1986	Ch. 6000	Procedures for Review of Service Eligibility and Termination Decisions	01/17/86	99-86-01
• 1987	Ch. 4305	Community MH/MR Liability	05/21/87	4305-87-2
• 1988	Ch. 4305	Quarterly Liability Summaries	01/29/88	4305-88-01

Office of Mental Health and Substance Abuse Services

Contact: Kathy Raptosh (717) 787-4114

POLICY STATEMENTS:

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1981	Ch. 5001	Expiration of 4th Provisional Cert. of Compliance	12/15/83	99-83-49
• 1984	Ch. 5250	Guidelines for Delivery of MH Forensic Svs. to Persons in Co. Jails & Persons on Prob. or Parole	08/27/84	99-84-38
• 1985	Ch. 4210	Readmission from Community Placement Within 30 Days of Discharge	05/30/85	99-85-21
	Ch. 5001	Administration of Psychotropic Medication to Protesting Patients	03/11/85	99-85-10
• 1986	Ch. 5001	Implementation of Act 33 of 1985	03/19/86	99-86-11
	Ch. 5100	Involuntary Outpatient Commitment	05/08/86	99-86-14

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1987	Ch. 4210	Dis. Plan. Response. for SMH Child/Adoles. Prog. & Co. MH/MR Program	01/16/87	99-87-10
	Ch. 5100	Guidelines for Assessing & Documenting the Dangerousness of Mentally Ill Adults	01/16/87	99-87-07
	Ch. 5100	Not. of Grievance & Appeal Proc. Involuntary Outpatient Commitment	09/08/87	99-87-23
• 1993	Ch. 5221	Intensive Case Management Record Requirements	09/21/93	5221-93-01

POLICY STATEMENTS:**Office of Mental Retardation—Contact: Dave Kauffman (717) 783-3636**

• 1981	Ch. 6000	Policies and Procedures Governing Admissions, Commitment, Transfers, and Discharges at State-Operated Mental Retardation Facilities	12/01/81	99-81-51
• 1983	Ch. 6000	Level of Care Documentation	03/23/83	42-456.600-83-01
• 1984	Ch. 6000	Therapeutic Leave Guidelines for 2176 Waiver Facilities & State/Non-State ICFs/MR	08/01/84	99-84-08
	Ch. 6000	Inspection of Care Process Facility Documentation Requirement	08/30/84	42.456.1-84-01
	Ch. 6000	Community Residential Program Slot & Funding Adj.	12/27/84	99-84-20
	Ch. 6000	Supplement & Amendment to DPW Policy on Support Svcs for Persons with MR and Their Families	12/27/84	99-84-21
• 1985	Ch. 6000	Beneficiary Choice Under 2176 Waiver Prog.	02/06/85	99-85-02
• 1986	Ch. 6000	Need for ICF/MR Level of Care	12/31/86	99-86-11
• 1987	Ch. 6000	Revised Fair Hearing Proc. Related to Svcs. Under 2176 Waiver Prog.	06/10/87	99-87-08
	Ch. 6000	Doc. Requirements-Waiver Requests Increases for Workers' Comp. Costs	09/25/87	99-87-15
	Ch. 6000	Submission of Cost Rpts (MA-11s) to OMR	10/09/87	99-87-16
	Ch. 6000	Conversion of Comm. Res. MR Facilities to ICF/MR	10/23/87	99-87-17
	Ch. 6000	DPW Reimbursement Guide. Hepatitis B in Comm. MR Fac.	11/25/87	99-87-06
• 1988	Ch. 6000	Mandatory Child Abuse and Criminal History Clearances	05/31/88	6000-88-02
	Ch. 6000	Preventing, Managing and Reporting Unusual Incidents and Deaths	08/01/88	6000-88-04
	Ch. 6000	Licensing Policy and Procedure Manual	08/30/88	6000-88-03
	Ch. 6000	Administration and Management of Client Funds	10/05/88	6000-88-08
• 1989	Ch. 6000	Guidelines for Enhancing and Conducting Direct and Independent Assessment	10/16/89	6000-89-01
	Ch. 6000	Public Law 99-457, Part H, Adoption of the 14 Components as Policy	08/10/89	6000-89-02
• 1990	Ch. 6000	Provider Agreements Under the 2176 Waiver	09/18/90	6000-90-04
	Ch. 6000	Family-Driven Family Support Services	12/12/90	6000-90-01
	Ch. 6000	Support for Independent Living	12/12/90	6000-90-02
	Ch. 6000	Therapy and Other Specialized Services	12/18/90	6000-90-05
	Ch. 6000	Policy on Employment for Persons with Mental Retardation	12/26/90	6000-90-06

<u>Year</u>	<u>Code Citation</u>	<u>Subject</u>	<u>Date Issued</u>	<u>Bulletin Number</u>
• 1991	Ch. 4000	Services for Children in Foster Family Care Who Are Placed Out-of-County	11/22/91	4000-91-01
• 1996	Ch. 6000	Criteria for Approval of New Intermediate Care Facilities for People with Mental Retardation	04/06/96	6000-96-01
• 1996	Ch. 6000	Procedures for Funding Reserved Hospital and Leave Days Under 2176 Waiver	04/15/96	6000-96-02
• 1998	Ch. 6000	Guidelines To Supporting People Moving From State Centers Into The Community	03/27/98	00-98-03
	Ch. 6000	Waiver Funding For Prevocational, Supported Employment And Educational Services	04/07/98	00-98-04
	Ch. 6000	Supplemental Grant Agreement Medicaid Waiver For Infants, Toddlers and Families	05/07/98	00-98-05

GUIDANCE MANUALS:

- Work Incentives for SSI and 2176 Waiver Recipients
- Obtaining Criminal Clearances on Prospective Employees
- Applicability of Appropriate Life Safety Codes
- CRF Reporting—Revised Procedures for 2176 Waiver Recipients
- Substitute Decision-Making for Medical Treatment
- Adult Day Services Performance Guidelines for Counties
- Residential Data System Instructional Manual
- Correction to Residential Data System Instructional Manual
- Positive Approaches
- Licensing Policies and Procedures for ICFs/MR
- Applicability of OMB Circular A-133 for Non-State ICFs/MR
- Information on Public Law 102-119 Reauthorization of the Individuals with Disabilities Education Act
- Issuance of Audit Guidelines for Non-State Operated ICFs/MR County Responsibilities for Waiver Case Management
- County Responsibilities for Waiver Funded Habilitation in a Private Home
- Supporting People in the Community
- Amendments to Licensing Policy and Procedure Manual
- At-Risk Definition for Infants and Toddlers
- Definition and County Responsibility of Surrogate Parent for Infants and Toddlers
- Amendments to Licensing Policy and Procedure Manual
- Licensing Weighting System for Community Homes for Individuals with Mental Retardation
- Licensing Weighting System for Family Living Homes
- Early Intervention Program Issues for Children Who Are Deaf or Hard of Hearing
- Community Resource Development in Family Support Services Projects
- Targeted Service Management and Third Party Liability
- Targeted Service Management Technical Assistance Packet
- Movement of Funds in ICFs/MR
- Definition and Procedures for Infants and Toddlers with Developmental Delays
- Early Intervention Services for Infants and Toddlers
- Early Intervention Medical Assistance Eligible Service Coordination
- Targeted Service Management and 180-Days Invoice Exceptions
- Early Intervention Reporting System Roles and Responsibility
- Payment for Sign Language Interpreters
- Assessments: Lifetime Medical Histories
- Targeted Service Management Handbook
- Facilitated Communication—Best Practices and Guidelines
- Site Visits and Access to Records by Pennsylvania Protection and Advocacy, Inc.

- Educational and Vocational Training in ICFs/MR
- Screening, Evaluation and Assessment for Infants and Toddlers
- Early Intervention Principles
- Individualized Family Service Plan
- Licensing Inspection Instrument for Family Living Homes Regulations
- Licensing Inspection Instrument for Community Homes Regulations
- Licensing Inspection Instrument for Adult Training Facilities Regulations
- Licensing Inspection Instrument for Vocational Facilities Regulations
- Coordination of Vocational Training and Supported Employment Under the 2176 Waiver
- Early Intervention Due Process System

INTERNAL GUIDELINES:

- Choking Prevention and Management
- State Employees Acting in Voluntary Capacity to Control Client Funds
- Distribution of Mental Retardation Bulletins
- Western Center Settlement Agreement

OTHER

- Work Incentives for SSI and 2176 Waiver Recipients
- P. L. 99-457, Part H, State Interagency Coordinating Council
- Mission Statement
- New Federal ICF/MR Regulations
- Children's Cardiac Program
- Department of Health Programs for Young Children
- Family Support Services Advisory Councils
- Childhood Lead Poisoning Prevention Program
- SSI Benefits for Children
- Resources for Children with Sensory Impairments
- Joint Statement by the Department of Public Welfare and the Department of Aging
- Opportunities and Supports for Older Persons with Mental Retardation
- Special Innovative Services Expenditures Under Family Support Services
- Increased Medical Assistance Fees for Dental Services
- Medical Assistance for Children
- Providing Services to Persons with Autism/Pervasive Developmental Disorder
- Federal Regulations on Occupational Exposure to Blood borne Pathogens
- Facilitated Communication
- Revised Medications Administration Training
- Listing of Participating Targeted Service Management Providers
- Medical Assistance Funded Services for Children
- Approved 2176 Waiver Renewal
- 1996 FTA Section 16 Capital Associates Program
- Act 28 of 1995
- Medications Administration Training
- 1996-97 Annual Report

REVENUE

BUREAU OF ADMINISTRATIVE SERVICES, TAX FORMS DISTRIBUTION UNIT, TELEPHONE: 1-800-362-2050

***WILL NOT BE AVAILABLE UNTIL LATE 1998 OR JANUARY, 1999.**

- PA-100 PA Enterprise Registration Forms and Instructions Booklet
- PA-40 Personal Income Tax Instruction Book-Resident/Nonresident (order by year needed)
- PA-40EZ Personal Income Tax Instruction Book (order by year needed-prior to 1998)
- PA-40NR Personal Income Tax Instruction Book/Nonresidents (1995 & prior-order by year needed)

- PA-65I Partnership Information Book (order by year needed)
- PA-41 Fiduciary Income Tax Instruction Book (order by year needed)
- PA-1000 Property Tax/Rent Rebate Instruction Book
- PA1347 Federal/State Electronic Filing Program Brochure
- PA8453 Declaration of Electronic Filing/PIT
- PA20S-I S Corporation Tax Instruction Book (order by year needed-prior to 1997)
- PA-3R Sales & Use Tax Replacement Coupon/Instructions
- PA-4R Public Transportation Assistance Fund Taxes/Fees Replacement Coupon/Inst.
- PA-501R Employer Tax Deposit Statement Replacement Coupon/Instructions
- PA-W3R Employer Quarterly Reconciliation Return Replacement Coupon/Instructions
- PA-1 Use Tax Return
- REV-20 Directions for Completion of Federal Form W-2, Block 25
- REV-23 Pamphlet/Practices and Procedures of the Board
- REV-94 Flyer/PIT Exclusion Election
- REV-221 Sales & Use Tax Rate Chart
- REV-229 Estate Tax General Information
- REV-251 Tax Bulletin 53B and 53F Instructions Foreign Corp Clearance Cert./Withdrawal
- REV-252 Tax Bulletin 53C and 53E Security Clearance Cert./Domestic Out of Existence
- REV-253 Tax Bulletin 53D Instructions for Filing Corp Tax Reports
- REV-276 Application for Extension of Time to File (PIT)
- REV-346 Estate Information Sheet
- REV-413I Instructions for Estimated Tax/PIT (Individuals)
- REV-413F Instructions for Estimated Tax/PIT (Fiduciaries)
- REV-413P/S Instructions for Estimated Tax/PIT (Partnership/Shareholders)
- REV-414I Worksheet for Estimated Tax/PIT (Individuals)
- REV-414F Worksheet for Estimated Tax/PIT (Fiduciaries)
- REV-414P/S Worksheet for Estimated Tax/PIT (Partnership/Shareholders)
- REV-415 Employer Withholding Instruction Book
- REV-443 IFTA Compliance Manual
- REV-446 IFTA Top 20 Questions
- REV-460 Information Concerning Time Limitations for Filing Refund Petitions
- REV-467 Authorization for Release of Tax Records
- REV-489 Article XI Safe Deposit Box
- REV-491 PA TIDES/EDI Brochure (Electronic Data Interchange)
- REV-493 Prop. Tax/Rent Rebate Insert (PATAxes)
- REV-502 FACT Line Brochure/ PATAxes
- REV-525 Corp Tax Bulletin #119 Motor Carrier Gross Rec. Tax-Ambulance Services
- REV-527 Taxpayer's Bill of Rights Brochure
- REV-531 What Are Your Rights if Audited?
- REV-532 What Are Your Appeals Rights?
- REV-534 Refund/Complaints (Taxpayer's Bill of Rights)
- REV-535 What May Department Do to Collect Taxes?
- REV-541 Federal/State Electronic Filing Pamphlet
- REV-552 Telefile Insert
- REV-553 Policy Statement-Employee Benefits/Cafeteria Plans
- REV-554 Disclosure Statement/Taxpayer Rights Advocate
- REV-555I Inheritance Tax General Information
- REV-571 So You Are Moving to PA Brochure
- REV-573 Property Tax/Rent Rebate Brochure

- [REV-580 Employer Withholding Brochure](#)
- [REV-581 Personal Income Tax Brochure](#)
- [REV-584 Inheritance Tax Brochure](#)
- [REV-585 Sales & Use Tax Brochure](#)
- [REV-588 Starting a Business in PA \(A Beginner's Guide\)](#)
- [REV-591 IFTA/Motor Fuel Tax Brochure](#)
- [REV-610 Voluntary Disclosure Program Guide and Participation Parameters](#)
- [REV-611 Residency for PA PIT Purposes Brochure*](#)
- [REV-612 Military Pay for PA PIT Purposes Brochure*](#)
- [REV-614 Scholarships, Fellowships and Stipends for PA PIT Purposes Brochure*](#)
- [REV-615 Reciprocal Agreements and PA PIT Brochure*](#)
- [REV-617 Hiring Household Workers Brochure*](#)
- [REV-618 PA Realty Transfer Tax and New Home Construction Brochure*](#)
- [REV-625 Sale of Principal Residence for PA PIT Purposes*](#)
- [REV-670 Instructions for Fuel Use Tax](#)
- [REV-717 Retailer's Information Booklet](#)
- [REV-816G Corp Tax Bulletin #92, Act 90 of December 1983](#)
- [REV-816I Corp Tax Bulletin #94, Shares Tax-Banks & Title Insurance Co.](#)
- [REV-816M Corp Tax Bulletin #108, Act 21,1989 Shares Tax Base Rate](#)
- [REV-816N Corp Tax Bulletin #95 Credits/Gross Premiums Tax Liability](#)
- [REV-851B PA Inheritance & Estate Tax Act, 1982](#)
- [REV-851C PA Inheritance & Estate Tax Act, 1991](#)
- [REV-851D PA Inheritance & Estate Tax Act, 1994](#)
- [REV-851E PA Inheritance & Estate Tax Act, 1995](#)
- [REV-1026 Information on Motor Carrier Road Tax](#)
- [REV-1076 Tax Bulletin 53A Instructions for Securing Bulk Sales Certificate](#)
- [REV-1200 CT-1 Corporation Tax Instruction Book \(order by year needed\)](#)
- [REV-1220 Certificate of Exemption for Sales & Use Tax](#)
- [REV-1250 Realty Tax Act and Regulations](#)
- [REV-1361 Instructions for Liquid Fuels Tax](#)
- [REV-1501 Instruction Book Inheritance Tax Resident](#)
- [REV-1501B Inheritance Tax Life Estate Booklet](#)
- [REV-1613 PIT Pamphlet No. 1, Savings & Thrifts](#)
- [REV-1633 PIT Pamphlet No. 2, Taxation of Shareholders](#)
- [REV-1643 Listing of Tax Exempt PIT Obligations](#)
- [REV-1729 Farming Information Booklet](#)
- [REV-1730 PA Realty Transfer Tax General Information](#)
- [REV-1736 Instruction Book/Inheritance Tax Nonresident](#)
- [REV-1737 Nonresident Inheritance Tax Returns/Schedules](#)
- [REV-1742 PIT Pamphlet No. 3, Gain or Loss on Property Acquired prior to June 1, 1971](#)
- [REV-1746 Taxation of PA Motor Fuels Booklet](#)
- [REV-1748 Use Tax & You Brochure](#)
- [REV-1799 Information Concerning Appeals/Time Limitations](#)

RULES/REGULATIONS/PRONOUNCEMENTS

(Note: As current inventories of Rules and Regulations are replenished, form numbers will convert to the actual regulatory section they pertain to. All regulations and revenue pronouncements issued by the Department of Revenue are published in Title 61 of the Pennsylvania Code. The Department does not reprint all of these documents. If you need to review a regulation or revenue pronouncement that is not included in this list, please consult Title 61 of the Pennsylvania Code.)

- [Ruling 140 Purchase of Medical Supplies & Equipment](#)
- [Ruling 143 Manufacture/Sale/Repair Optical Lenses](#)

- Ruling 150 Clothing
- Ruling 208 School Textbook Exemption
- Ruling 212 Flags
- Regulation 155 License of Club Secretaries and Other Vendor
- Regulation 209 Utility Services Fuel/Oil/Gas Residential
- Regulation 401 Keeping of Records
- Regulation 601 Board of Finance & Revenue
- Regulation 800 Imposition & Computation of Tax
- Regulation 900 Transient Vendors
- Regulation 901 Board of Appeals Regulation
- SEC06.01-06.22 Tax Amnesty
- SEC08A.1-8A.11 Enforcement
- SEC09.04 Pronouncement/Public Transportation Assistance Taxes
- SEC09.13 Pronouncement/S Corporation Election
- SEC09.14 Pronouncement/Passenger Car Rental Tax
- SEC09.17 Research & Development Tax Credit Implementation Issues
- SEC31.04 Rentals or Leases of Tangible Personal Property
- SEC31.05 Persons Rendering Taxable Services
- SEC31.06 Persons Rendering Nontaxable Services
- SEC31.07 Use Tax
- SEC31.1-31.3 Scope of Taxable and Exempt Transactions
- SEC31.11-31.16 Construction Contractors
- SEC31.21 Advertising Agencies
- SEC31.22 Duplicating
- SEC31.23 Auctioneers
- SEC31.24 Florists
- SEC31.25 Licensing of Club Plan Secretaries
- SEC31.26 Financial Institutions
- SEC31.27 Morticians and Funeral Directors
- SEC31.28 Vending Machines and Auto Sales Devices
- SEC31.29 Books, Printed Matter and Advertising Materials
- SEC31.30 House Trailers and Mobile Homes
- SEC31.41-31.50 Vehicles
- SEC32.02 Exemption Certificates
- SEC32.03 Sales for Resale
- SEC32.04 Isolated Sales
- SEC32.05 Multi-State Sales
- SEC32.06 Wrapping Supplies
- SEC32.21 Charitable, Volunteer Firemen's, Religious Org/Nonprofit Education Inst.
- SEC32.22 Sales to the US Government
- SEC32.23 Sales to Comm. of PA and Political Subdivisions and Sales to Commonwealth
- SEC32.24 Sales to Ambassadors, Ministers
- SEC32.31 Dairying
- SEC32.32 Manufacturing/Processing
- SEC32.33 Farming
- SEC32.34 Public Utilities
- SEC32.35 Mining
- SEC32.36 Printing
- SEC32.37 Photographers and Photofinishers

- SEC33.02 Purchase Price
- SEC33.03 Cancellations, Returns, Allowances & Exchanges
- SEC33.04 Credit and Layaway Sales
- SEC34.01-Registration
- SEC34.03 Tax Returns
- SEC34.04 Direct Payment Permit
- SEC35.01 Tax Examinations & Assessments
- SEC35.02 Interest/Additions/Penalties/Crimes & Offenses
- SEC35.03 Lien for Taxes
- SEC38.02 Hotel Occupancy/ Exemptions
- SEC38.03 Hotel Occupancy
- SEC41.02 Concrete Transit Mixing Unit
- SEC41.03 Dry Ice for Packaging Ice Cream
- SEC41.04 Gas Used by a Manufacturer
- SEC41.05 Integrated Plants
- SEC41.06 Processing for Wholesale Distribution
- SEC41.07 Pump Used for Conveying Water Prior to Production Process
- SEC41.08 Recapping & Retreading of Tires
- SEC41.09 Research Exemption
- SEC42.1-42.5 Broadcasting
- SEC43.00 Water Well Drillers
- SEC44.01 Dairy Farm Paper Towels
- SEC44.02 Cooperative Agricultural Associations
- SEC44.03 Farm Water Heaters
- SEC44.04 Guns & Ammunition
- SEC45.01 Exception of Electric Co-op Corp.
- SEC45.02 Automobiles for Attorneys
- SEC45.03 Street Repairs
- SEC46.01 Construction Contractor Cutting or Bending Steel Beam
- SEC46.02 Construction of Exempt Public Utility
- SEC46.03 Contractors Installing Stained Glass Windows
- SEC46.04 Fixed Price Construction Contract
- SEC46.05 Outdoor Advertising Signs
- SEC46.06 Contractor Renting Equipment to Others
- SEC46.07 Nonresident Contractors
- SEC46.08 Industrialized Housing
- SEC46.09 Financial Institutions Security Equipment
- SEC47.01 Coin Operated Amusement Devices
- SEC47.02 Films for Commercial Exhibitions
- SEC47.03 Frozen Food Lockers
- SEC47.04 Golf Bag Carts and Lockers
- SEC47.06 Miniature Golf Course
- SEC47.10 Riding Academies and Stables
- SEC47.11 Saws and Blades to Butchers
- SEC47.12 Soda Fountains
- SEC47.16 Rental of Equipment Between Affiliated Interests
- SEC47.17 Lease or Rental of Vehicles and Rolling Stock
- SEC47.18 Totalizator Equipment
- SEC48.01 Utility Services Used by Exempt Organizations

- SEC48.02 Religious Articles
- SEC48.03 Sacramental Wines
- SEC48.04 Credit Unions
- SEC49.02 Game, Fish, Animals and Birds
- SEC50.01 Purchases & Sales by Wholesalers
- SEC51.01 Purchases of Replacement Parts
- SEC51.02 Use of Automobile Other than for Resale
- SEC51.04 Remittances for Payment of Sales Tax on Certain Vehicles
- SEC52.02 Fabrication of Dental Prothesis
- SEC53.02 Footwear, Footwear Accessories and Footwear Repairs
- SEC54.01 Delivery Charges
- SEC54.02 Sign Painters
- SEC55.01 Automobile Towing Services
- SEC55.04 Taxidermy Service
- SEC55.05 Cleaning of Animals
- SEC56.01 Maintaining Place of Business within Commonwealth
- SEC57.01 Carbonator for Soda Fountains
- SEC57.02 Gas Used by Restaurants
- SEC57.03 Icemaking Equipment
- SEC57.04 Merchandising Equipment
- SEC57.05 Sale of Equipment to Restaurants
- SEC57.06 Sales Order Books
- SEC57.07 Purchase of Soft Drinks by Liquor Licensees
- SEC58.01-58.02 Taxable & Exempt Personal Property
- SEC58.03 Timbering Operations
- SEC58.04 Commission Vendors
- SEC58.05 Decorated Cottage Cheese Containers
- SEC58.06 Barbers & Beauticians Supplies, Materials, Tools and Equipment
- SEC58.07 Trading Stamps
- SEC58.08 Commercial Airport and Aircraft Operators
- SEC58.10 Water Softeners & Conditioners
- SEC58.11 Taxes Paid/Purchases Resold
- SEC58.13 Carpeting and Other Floor Coverings
- SEC60.01 Pronouncement/Bldg. Maintenance or Bldg. Cleaning Services
- SEC60.02 Pronouncement/Lawn Care Services
- SEC60.03 Pronouncement/Disinfecting or Pest Control Services
- SEC60.04 Pronouncement/Help Supply Services
- SEC60.05 Pronouncement/Employment Agency Services
- SEC60.06 Pronouncement/Lobbying Services
- SEC60.07 Pronouncement/Sale and Preparation of Food & Beverages
- SEC60.08 Pronouncement/Secretarial & Editing Services
- SEC60.09 Pronouncement/Premium Cable Services
- SEC60.10 Pronouncement/Adjustment and Collection Services
- SEC60.11 Pronouncement/Credit Reporting Services
- SEC60.12 Pronouncement/Self Storage Services
- SEC60.13 Pronouncement/Computer Services
- SEC60.14 Pronouncement/Zero Emission Vehicles
- SEC60.15 Pronouncement/Sales Tax Refund Procedures Regarding Contracts
- SEC60.16 Pronouncement/Local Sale Use and Hotel Occupancy Tax

- SEC60.17 Pronouncement/Sale of Food/Beverages Sold to Nonprofit Associations
- SEC60.18 Sale and Installation of Prefabricated Housing
- SEC60.20 Telecommunications Service
- SEC60.21 Pronouncement/Commercial Racing Activities
- SEC94.01 Disclaimer of Nonprobate Taxable Assets

BUREAU OF BUSINESS TRUST FUND TAXES, TELEPHONE (717) 783-5472

- REV-330 Electronic Funds Transfer Program Guide
- REV-331A Authorization Agreements for EFT Payments
- REV-335 Payment by EFT Regulation
- DAS3 Magnetic Media Reporting Instructions

BUREAU OF CORPORATION TAXES, TELEPHONE (717) 787-8211.

- E69 Important 1967 Legislative Changes
- E70 Important 1969 Legislative Changes
- E71 Important 1970 Legislative Changes
- E72 Important 1970 Legislative Changes
- E73 Important 1971 Legislative Changes-Tentative Tax-Reports & Payments
- F74 Important 1971 Legislative Changes
- F75 1972 Disaster Relief Policy with respect to CNI/CIT
- F76 1973 CNI/CIT
- F77 1974 CNI/CIT
- F78 1974 Tentative Tax-Reports & Payments Rates/CNI/CIT
- F79 1975 CNI/CIT
- F81 1976 Recycling Process
- F82 1977 New Address for Mailing Tax Reports and Remittances
- F83 1978 Important 1977 Legislative Changes Tax Rate
- F84 1979 Addressing Report and Remittances
- REV-816 Corp Tax Bulletin F-85 1982 CNI/CIT
- REV-816A Corp Tax Bulletin F-86 1982 CNI Tax. Delays application of depreciation changes in 1981 Federal Economic Recovery Tax Act
- REV-816B Corp Tax Bulletin F-87 1982 Gilbert Asso, Inc. v. Commonwealth
- REV-816C Corp Tax Bulletin 88 1983 CNI/Interest Rate/Oil Franchise Rate/Installment Payment of Tentative CNI Tax/Mutual Thrift Inst./PURTA/Employment Incentive Payments Credits
- REV-816D Corp Tax Bulletin 89 1983 Tentative CNI/Method 2 Election
- REV-816E Corp Tax Bulletin 90 1983 CNI Tax
- REV-816F Corp Tax Bulletin 91 1984 Act No. 90/Election to be Taxed as a PA S Corp.
- REV-816H Corp Tax Bulletin 93 1984 Act No. 29/Reporting and Payment of Public Utility Realty Tax Liability
- REV-816J Corp Tax Bulletin 96 Fixed Formula-Valuation of Capital Stock/Domestic and Foreign Corporations
- T-CT-1 Corp Tax Bulletin 98 1985 Gross Premiums Tax-Foreign Fire Insurance Co.
- T-CT-2 Corp Tax Bulletin 99 1985 Economic Revitalization Tax Credit
- T-CT-3 Corp Tax Bulletin 100 1985 Estimated CNI System
- T-CT-4 Corp Tax Bulletin 101 1986 Capital Stock/Franchise Tax Regulated Investment Co.
- T-CT-5 Corp Tax Bulletin 102 1986 Act No. 77-Reduction in rates for CNI/\$50,000 Deduction Capital Stock Value/Change in Definition of Net Worth
- T-CT-6 Corp Tax Bulletin 103 1987 Act No. 58-Reduction in Capital Stock/Foreign Franchise/Tentative Capital Stock/Tentative Franchise Tax Rates
- T-CT-7 Corp Tax Bulletin 104 1988 Notice to Mutual Thrift Institution Taxpayers
- REV-1743 Corp Tax Bulletin 105 1988 Tentative Capital Stock/Franchise Tax Method 2 Election
- DCT09 Corp Tax Bulletin 106 Notice to Mutual Thrift Institution Taxpayers
- REV-816L Corp Tax Bulletin 107 1989 Shares Tax-Banks, Bank & Trust Co., Trust Co.
- DCT13 Corp Tax Bulletin 109 Notice to Mutual Thrifts Inst./ Change in Base Rate
- DCT18 Corp Tax Bulletin 110 Major Filing Changes for 1991

- REV-176 Corp Tax Bulletin 111 1991 Major Changes on or after January 1, 1991
- REV-173 Corp Tax Bulletin 112A Notice regarding Recomputation of Safe Harbor and Recovery Payments
- REV-174 Corp Tax Bulletin 112B Notice of PA Corporations Fiscal Years beginning in July 1991 through and including December 1991
- DCT27 Corp Tax Bulletin 113 1991 Utilities Gross Receipts/PURTA
- DCT28 Corp Tax Bulletin 115 1991 Tax for Financial Inst. for Shares Tax/Mutual Thrift
- DCT29 Corp Tax Bulletin 114 1991 Annuities for Gross Premiums Tax Retroactive to July 1, 1991
- REV-440 Corp Tax Bulletin 116A 1994 Act 48 Changes
- REV-440A Corp Tax Bulletin 116B 1994 Act 48 Amended Shares Tax/Allowing Apportionment
- REV-440C Corp Tax Bulletin 116C 1995 Act 48 Concerning Business Trusts
- REV-440D Corp Tax Bulletin 117 1995 Double Weighted Sales Factor, Tax Rate Changes Fixed Formula, Processing Exemptions, Insurance Gross Premiums Tax, Utilities Gross Receipts Tax Commercial Printers & Tax Amnesty
- DCT35 Special Notice/Mutual Thrift Instructions Conversion to Estimated Payment System

BUREAU OF MOTOR FUEL TAXES, TELEPHONE (717) 783-1025.

- DMF49 Policy Statement Motor Carrier

OFFICE OF CRIMINAL TAX, TELEPHONE (717) 783-9685.

- DCI03 Pamphlet Criminal Tax Evasion

OFFICE OF CRIMINAL TAX, TELEPHONE 783-4649

- DCI02 Guide to Cigarette Law Enforcement

PRESS OFFICE, TELEPHONE (717) 787-6960.

- DPO4 Tax Update

BUREAU OF RESEARCH, TELEPHONE (717) 787-6300.

- DOP3 Compendium of Revenue
- DOP4 Personal Income Tax Statistics
- DOP7 Statistical Supplemental to Tax Compendium

BUREAU OF INDIVIDUAL TAXES, TELEPHONE (717) 787-8346

- DEX42 Property Tax Statistical Report
- PA1345 Handbook for Electronic Filers
- PA1346 Electronic Return Filing Specifications for Individual Tax Forms
- PA1436 Electronic Filing Test Package

OFFICE OF CHIEF COUNSEL, TELEPHONE (717) 787-1382.

- OCCPLR Office of Chief Counsel Private Letter Rulings (Fee Charged)

PA STATE LOTTERY, TELEPHONE (717) 986-4714 (*Or from Lottery Retailer Outlets)

- Annual Reports
- Where Does the Lottery Go? Brochure
- Lottery Fund Benefits Programs Brochure Comparative Statement of Income and Expenditures
- *Instant Ticket Game Brochures
- *Daily Number Brochures
- *Cash 5 Brochures
- *Wild Card Lotto Brochures
- *Big 4 Brochures
- *Keystone Jackpot Brochures
- *Winning Numbers Lists
- *RSL-3 Lottery Retailer License Application
- *RSL-209 Standard Claim Form
- *RSL-291 On-Line Payout Odds Card
- *RSL-355 Beneficiary Statement

SECURITIES COMMISSION

GUIDANCE MANUALS:

- Monthly Pennsylvania Securities Commission Bulletin and Annual Report
- Compendium of Commission and Staff Positions, Summary of Significant Commission Orders and Compilations of Staff No-Action Letters

Contact: G. Philip Rutledge (717)783-5130

STATE**POLICY STATEMENTS:****Secretary of the Commonwealth**

- Use of Public Areas Outside the Capitol, 49 Pa. Code § 61

Contact: Joyce McKeever—(717) 783-7192

Bureau of Professional and Occupational Affairs**State Board of Dentistry**

- Amalgams, 49 Pa. Code § 33.213
- Disclosure of Disclosure or Ownership Interest, 49 Pa. Code § 33.214
- Lasers, 49 Pa. Code § 33.215
- Anesthesia permit requirement for nonparenteral premedication, 49 Pa. Code § 33.344

Contact: June Barner—(717) 783-7162

State Board of Funeral Directors

- Funeral supervisors and funeral directors on active duty, 49 Pa. Code § 13.251

Contact: Cheryl Lyne—(717) 783-3397

State Board of Medicine

- Disciplinary guidelines for use of anabolic steroids, 49 Pa. Code § 16.97

Contact: Cindy Warner—(717) 783-1400

State Board of Nursing

- Scope of Practice Interpretations: 49 Pa. Code §§ 21.401-21.414

Contact: Ann Steffanic—(717) 783-7142

State Board of Examiners of Nursing Home Administrators

- Temporary permits, 49 Pa. Code § 39.17
- Continuing education course content, 49 Pa. Code § 39.32

Contact: Melissa Wilson- (717) 783-7155

State Board of Occupational Therapy Education and Licensure

- Policy re: Occupational Therapy in Non-Medical Practice

Contact: Clara Flinchum—(717) 783-1389

State Board of Optometry

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 23.101

Contact: Deb Smith—(717) 783-7155

State Board of Osteopathic Medicine

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 25.291

Contact: Gina Bittner—(717) 783-4858

State Board of Pharmacy

- Emergency Access to Pharmacy
- Sale of Outdated Over-the-Counter Drugs
- Radiopharmaceutical Prescriptions, 49 Pa. Code § 27.101

Contact: W. Richard Marshman—(717) 783-7156

State Board of Physical Therapy

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 40.54

Contact: Robert Kline—(717) 783-7134

State Board of Psychology

- Qualified members of other recognized professions, 49 Pa. Code § 41.7
- Department of Health licensing of substance abuse services provided by psychology practices, 49 Pa. Code § 41.8

Contact: Melissa Wilson- (717) 783-7155

State Board of Examiners in Speech-Language and Hearing

- Disclosure of Financial or Ownership Interest, 49 Pa. Code § 45.3

Contact: Clara Flinchum—(717) 783-1389

GUIDANCE MANUALS:**Bureau of Professional and Occupational Affairs**

- Case Management Guidelines Manual for Professional Health Monitoring Programs

Contact: Robert Wolf—(717) 783-4857

State Board of Barber Examiners

- Policy Manual

Contact: Sara Sulpizio—(717) 783-3402

State Board of Certified Real Estate Appraisers

- Policy Manual

Contact: Cheryl Lyne—(717) 783-3398

State Board of Cosmetology

- Policy Manual

Contact: Sara Sulpizio—(717) 783-3402

State Board of Dentistry

- Assignment of Duties to Assistive Personnel: Guidelines

Contact: June Barner—(717) 783-7162

State Board of Medicine

- Policy Manual

Contact: Cindy Warner—(717) 783-1400

State Board of Nursing

- Staff suggestions for nursing education curriculum proposals
- Curriculum Guidelines for the Approval of a CRNP Program
- Criteria for "Self Study Modules" format for LPN IV-Therapy Education Program (1995)

Contact: Ann Steffanic—(717) 783-7142

State Board of Physical Therapy

- Policy Manual

Contact: Robert Kline—(717) 783-7134

State Board of Psychology

- Policy Manual

Contact: Melissa Wilson- (717) 783-7155

State Real Estate Commission

- Policy Manual

Contact: Deb Sopko (717) 783-3658

Bureau of Commissions, Elections and Legislation

- PA Voter Registration Act: Implementation Manual for County Election Officials

Contact: Terri Marquis—(717) 787-5280

DECISIONS:**Bureau of Professional and Occupational Affairs****State Board of Nursing**

- Qualifications of preceptors who supervise students' clinical practice (1995)
- Recommendations for Self Administration of Medications (1996)
- Role of the LPN in care and maintenance of central venous lines (1994)

- Orders conveyed by a Certified Physician Assistant (1994)

Contact: Ann Steffanic—(717) 783-7142

INTERNAL GUIDELINES:

Bureau of Professional and Occupational Affairs

State Board of Dentistry

- Probable Cause Screening Committee

Contact: June Barner—(717) 783-7162

State Board of Medicine

- Probable Cause Screening Committee

Contact: Cindy Warner—(717) 783-1400

State Board of Nursing

- A Decision Making Model for determining RN/LPN Scope of Practice, with cover letter (1996)

- Alternative/Complementary Therapies (1997)

Contact: Ann Steffanic—(717) 783-7142

State Board of Optometry

- Probable Cause Screening Committee

Contact: Deb Smith—(717) 783-7155

State Board of Osteopathic Medicine

- Probable Cause Screening Committee

Contact: Gina Bittner—(717) 783-4858

State Board of Psychology

- Probable Cause Screening Committee

Contact: Melissa Wilson (717) 783-7155

State Real Estate Commission

- Internal Operating Guidelines

Contact: Deb Sopko (717) 783-3658

State Board of Veterinary Medicine

- Probable Cause Screening Committee

Contact: Robert Kline—(717) 783-7134

OTHER:

Bureau of Commissions, Elections and Legislation

- Secretary's advisories to county election and voter registration officials
- Election Calendars
- Becoming a Notary Public in Pennsylvania
- Instructions for filing as a candidate of a Minor Political Party
- Campaign Finance Reporting Law Pamphlet
- Instructions for filing as an Independent Candidate
- Nomination Petitions
- Nomination Papers

Contact: Terri Marquis, (717) 787-5280

Bureau of Charitable Organizations

- Registration packets for charitable organizations, professional solicitors, and professional fundraising counsels

Contact: Elissa Brown (717) 783-1720

Corporations Bureau

- Uniform Commercial Code Filing Guide
- Pennsylvania's Corporation Laws, A Guide to Compliance

Contact: Karen Vance (717) 783-9210

Bureau of Professional and Occupational Affairs

State Board of Nursing

- Approved Programs for RN, CRNP & LPN education

Contact: Ann Steffanic (717) 783-7142

State Real Estate Commission

- Applications: Experience Requirements and Point System for Applicants for Broker's Licenses

Contact: Deb Sopko (717) 783-3658

STATE EMPLOYEES' RETIREMENT SYSTEM

- SERS Board of Trustees Adjudications by Topic:

Benefit Options

Cost of Living Increase

Credited Years of Service

Death Benefit

Disability

Effective Date of Retirement

Final Average Salary

Fraternal Order of Police

Frozen Present Value

Membership Eligibility

Military Service

Multiple Service Credit

Overpayment

Payment of Interest

Pension Forfeiture

Purchase of Service

Reinstatement

Retirement-Covered Compensation

Miscellaneous

- SERS Member Handbook (current edition 1995)
- SERS pamphlets:
 - Information for Retirees (SERS-149)
 - Special Membership Classes (SERS-150)
 - Social Security Integration Coverage for SERS Members (SERS-151)
 - How to Apply for a Disability Retirement (SERS-152)
 - Retirement Information for Pennsylvania State Police (SERS-153)
 - Retirement Options for SERS Members (SERS-154)
 - Provisions for the Purchase of Service (SERS-155)
 - Domestic Relations and Support Orders (SERS-157)
 - Frozen Present Value: Its Impact on State Pensions (SERS-158)
 - Information on Tax Form 1099-R for Tax Year 1997
- Management Directives and Administrative Circulars issued by SERS:
 - SERS Mission Statement
 - SERS Investment Policy
 - SERS Investment Guidelines
 - SERS current five-year investment plan ("1998 Annual Five Year Investment Plan")
 - SERS Policy on Public Information (current January 1997)
- The FOP Decision: The resolution of the SERS Board of Trustees dated September 26, 1990, implementing the arbitration award issued February 17, 1988, in *Commonwealth of Pennsylvania v. Commonwealth of Pennsylvania State Police Lodges*, American Arbitration Association Case No. 14 390 1611 87 J (Thomas J. DiLauro, Chair)
- The "SERS News" member newsletter
- SERS Information Bulletins

- *SERS Annual Financial Report*
- Sample Domestic Relations Order and Instruction Letter
- SERS Board Minutes and Resolutions
- Actuarial Reports (annual and five-year)
- Actuarial Tables
- Memoranda of Understanding currently in effect:
- Memorandum of Understanding with the Department of Aging—PACE Program (dated February 14, 1997)
- Memorandum of Understanding with the Office of Administration—Backup Computer Disaster Recover Site at the Central Management Information Center (CMIC) (dated August 1, 1995)

For additional information on the listed items, contact SERS Information Officer Geoffrey S. Yuda at (717) 787-9657.

TRANSPORTATION

POLICY STATEMENTS:

Bureau of Equal Opportunity

- Sexual Harassment Pamphlet
- BEO Brochure
- ADA Brochure

Bureau of Design

- Standards for Low-Cost Glulam Timber Bridge Design (Pub. 6)
- Design Manual Part 1 (Pub.10)
- Design Manual Part 2 (Pub. 13)
- Design Manual Part 2, Metric (Pub. 13M)
- Design Manual Part 3 (Pub. 14)
- Design Manual Part 3, Metric (Pub. 14M)
- Design Manual Part 4 (Pub. 15)
- Pile Load Test Summaries (Pub. 15A)
- Design Manual Part 4, Metric (Pub. 15M)
- Design Manual Part 5 (Pub. 16)
- Design Manual Part 5, Metric (Pub. 16M)
- Design of Local Roads (Pub. 70)
- Roadway Construction Standards (Pub. 72)
- Roadway Construction Standards, Metric (Pub. 72M)
- Bridge Design Standards (Pub. 218)
- Bridge Design Standards (Pub. 218M)
- Bridge Construction Standards (Pub. 219)
- Bridge Construction Standards (Pub. 219M)
- Right-of-Way Encroachments and Outdoor Advertising Sign Control (Pub. 266)
- Roadway Specifications (Pub. 408-94)
- Roadway Specifications (Pub. 408M-96)

Bureau of Environmental Quality

- Design Manual Part 1A, Environmental Impact Assessment and Related Procedures (Pub. 24.)
- Waste Site Evaluation Procedures for the Highway Project Development Process (Pub. 281)
- Agriculture Resources Evaluation (Pub. 324)

Bureau of Maintenance & Operations

- Oversize/Overweight Special Hauling Permits Holiday Movement Restrictions (annual letter)

Bureau of Construction & Materials

- Geotechnical Engineering Manual (Pub. 293, 1/97)

Bureau of Highway Safety & Traffic Engineering

- School Student Walking Routes (Pub. 46, Chapter 9)
- Traffic Signing Standards, TC-7700 Series (Pub. 111M)

- Traffic Signal Standards, TC-7800 Series (Pub. 148)
- Traffic Signal Design Handbook (Pub. 149)
- Guidelines for the Maintenance of Traffic Signal Systems (Pub. 191)
- Engineering and Traffic Studies (metric) (Pub. 201M)
- Work Zone Traffic Control (metric) (Pub. 203M)
- Flagging Handbook (Pub. 234)
- Handbook of Approved Signs (Pub. 236M)
- Sign Blank Specifications (Pub. 306M)
- Traffic Engineering (Approval & Installation of Traffic Control Devices) (MPS #414)
- Statewide Bicycle & Pedestrian Master Plan

Center for Program Development and Management

- Statewide Transportation Policy Plan

Bureau of Municipal Services

- Mileage Addition Guidelines (Policies concerning adding local road mileage to a municipalities Liquid Fuels Road Inventory.)
- Liquid Fuels Allowable Expenditures (Expenditures that a municipality may make utilizing Liquid Fuels Funds.)

GUIDANCE MANUALS:

Bureau of Driver Licensing

- Pennsylvania Driver's Manual
- Commercial Driver's Manual
- Motorcycle Operator Manual

Bureau of Motor Vehicles

- PA License Plates (A Guide)

Driver/Vehicle Program Services

- Safety Administration Forms Manual

Bureau of Equal Opportunity

- Harassment/Sexual Harassment Manual
- DBE Orientation Manual

Bureau of Municipal Services

- Liquid Fuels Annual Qualifying Package (Yearly forms a municipality must complete to receive their annual Liquid Fuels Allocation.)

Bureau of Office Services

- Conducting Business with the PA Department of Transportation

Bureau of Design

- Relocation Assistance Information (Pub. 47)
- Contract Proposal Preparation Guide (Pub. 51)
- Contract Proposal Preparation Guide (Metric Edition) (Pub. 51M)
- When Your Land Is Needed for Highway Use (Pub. 83)
- Local Public Agency Project Guidelines (Pub. 98)
- Surveying and Mapping Manual (Pub. 122M)
- Estimating and Scheduling Manual (Pub. 352)
- Specifications for Consultant Engineering Agreements (Form 442)

Bureau of Environmental Quality

- Wetlands Resource Handbook (Pub. 325)

Bureau of Maintenance & Operations

- Trucker's Handbook (Pub. 194)
- Posting and Bonding Procedures for Municipal Highways (Pub. 221)
- Highway Occupancy Permit Handbook (Pub. 282)
- Guide for Obtaining Minimum Use Driveway Permits
- How to Apply for a Single-Trip Special Hauling Permit for Oversize/Overweight Movement Using Form M-936A

- How to Apply for a Single-Trip Special Hauling Permit for Oversize/Overweight Movement using Form M-936AS
- How to Apply for a Super Load Permit
- Trucker's Guide to Pennsylvania
- Pennsylvania STAA Truck Routes (Listing of approved routes for 102 inch wide tractor trailers.)

Bureau of Construction & Materials

- Access to Contracts Management System by Outside Agencies (MPS #419)
- Procedures for Administration for Municipal Projects (Pub. 39)

Center for Program Development and Management

- Congestion Management System (CMS) Planning Guidance
- Local Bridge Program Operational Manual
- Transportation Enhancements Program Guidance
- State Transportation Program Guidance
- PennDOT User's Guide to Transportation Planning & Programming
- Public Involvement Program for Transportation Planning and Programming

Office of the Deputy Secretary for Planning

- Transportation Partnerships Guidelines Manual

Bureau of Municipal Services

- Turnback Manual (Provide information on the process of turning a road back to local jurisdiction.)

DECISIONS:

Bureau of Equal Opportunity

- Affirmative Action Plan Federal/State
- DBE Plan
 - Contract Compliance Plan
 - Title VI Plan

INTERNAL GUIDELINES:

Bureau of Motor Vehicles

- Vehicle Registration Process Training Module

Bureau of Driver Licensing

- Driver License Process Training Module
- Guidelines to Determine Medical Competency for Drivers

Bureau of Office Services

- Model Stockpile Guidelines
- Procurement Manual

Bureau of Equal Opportunity

- DBE Orientation Course Manual

Bureau of Design

- Administration of Consultant Agreements (Pub. 93)
 - Appraisal Guide (Pub. 94M)
 - Right of Way Manual

Bureau of Environmental Quality

- Environmental Impact Statement Handbook (Pub. 278)
- Categorical Exclusion Evaluation Handbook (Pub. 294)
- Public Involvement Handbook (Pub. 295)
- Needs Study Handbook (Pub. 319)
- PennDOT Project Level Air Quality Handbook (Pub. 321)

Bureau of Maintenance & Operations

- Maintenance Manual (Pub. 23)
- Guide Rail Condition Survey Field Manual (Pub. 33)
- Drainage Condition Survey Field Manual (Pub. 73)

- Highway Maintenance Foreman manual (Pub. 113)
- Pavement Policy Manual (Pub. 242)

Bureau of Construction & Materials

- Finals Unit Manual (Pub. 11) (Guidance for Highway Construction Project Closeouts)
- Field Computation Guidebook (Pub. 21)(Guidance for Highway Construction Projects)
- Contract Documentation System Field Operations Manual (Pub. 320)
- Construction and Materials Management (MPS #404) (How to Record, Document & Attest Materials in a Highway Construction Project)
- Cooperation with Outside Agencies: Highway Construction and Materials Testing (MPS #407)
- New Product Evaluations (MPS #418)

Bureau of Planning and Research

- Conduct of Research at PennDOT
- Traffic Monitoring Program Guidance

Center for Program Development and Management

- Single Occupancy Vehicle Capacity Adding Project (SOVCAP) Guidance
- Rail-Highway Grade Crossing Safety Program Guidance

Bureau of Municipal Services

- Abandonment/Vacation/Deletions Procedure Letter (Policies and procedures governing the abandonment, vacation, and deletion of roads from the state road system and their return to local jurisdiction.)

OTHER:

Bureau of Office Services

- Price List, Maps & Publications (Pub. 12)

Bureau of Design

- Construction Items Catalog (Pub. 7)
- Construction Items Catalog (metric edition) (Pub. 7M)
- Construction Cost Catalog of Standard Construction Items (Pub. 287)

Bureau of Environmental Quality

- Getting Involved Brochure (Pub. 304, 10/94)

Bureau of Construction & Materials

- Aggregate Producers (Pub. 34)
- Approved Construction Materials (Pub. 35)
- Producers of Bituminous Mixtures (Pub. 41)
- Producers of Redi-Mix Concrete (Pub. 42)
- Contract Plan Reading for Inspectors (Textbook—Training Manual) (Pub. 211)
- Contract Plan Reading for Inspectors (Quizbook) (Pub. 212)
- Contract Plan Reading for Inspectors (Final Exam) (Pub. 213)
- Plan Book for the Course in Contract Reading (Training Manual) (Pub. 214)
- Subsurface Boring, Sampling and Testing Contract (Pub. 222)
- Subsurface Boring, Sampling and Testing Contract, Metric Edition (Pub. 222M)
- Slope Stability Program, PASTABL (Metricated) (Pub. 318, 9/96)
- Construction and Materials Management (MPS #404)
- Prequalification and Contractor Evaluation (MPS #405)
- Highway Contract Claims (MPS #406)

Bureau of Highway Safety & Traffic Engineering

- Bicycling Directory of Pennsylvania (Pub. 316)

Center for Program Development and Management

- Transportation Conformity—State Implementation Plan

Bureau of Municipal Services

- Liquid Fuels Calendar (Tool for municipalities highlighting policies, procedures and information to assist with road and street maintenance.)

- Treasurer's Account Book (Accounting system for local governments.)

Bureau of Public Transportation

- PA Urban Transit Statistical Report 96/97 (Statistics for urban public transportation providers.)
- PA Rural and Small Urban Public Trans. Program (Statistics for rural and small urban public trans. providers.)
- Senior Citizen Shared-Ride Program (Background info, statistics, trends, etc. for Shared-Ride Program.)
- PA Public Transportation Directory

All of the non-regulatory compliance-related documents listed above are available from the Department of Transportation Publications Office. In some cases, due to the length of the document, a duplication fee will be charged. Please contact the Publications Office at PA Department of Transportation, Distribution Services Unit, P. O. Box 2028, G-123 Transportation & Safety Building, Harrisburg, PA 17105, telephone number (717) 787- 6746 for more information. Documents are also available from the State Library, Government Publications Section at 219 Forum Building, Harrisburg, PA 17120 and are available through inter-library loan.

[Pa.B. Doc. No. 98-1243. Filed for public inspection July 31, 1998, 9:00 a.m.]

INDEPENDENT REGULATORY REVIEW COMMISSION

Notice of Filing of Final-Form Rulemakings

The Independent Regulatory Review Commission received, on the dates indicated, the following final-form regulations for review. To obtain the date and time of the meeting, interested parties may contact the office of the Commission at (717) 783-5417. To obtain a copy of the regulation, interested parties should contact the agency promulgating the regulation.

<i>Reg. No.</i>	<i>Agency/Title</i>	<i>Received</i>
7-322	Environmental Quality Board Municipal Wastelod Management	7/21/98
	JOHN R. MCGINLEY, Jr., <i>Chairperson</i>	

[Pa.B. Doc. No. 98-1244. Filed for public inspection July 31, 1998, 9:00 a.m.]

INSURANCE DEPARTMENT

Codification of Statutory Accounting Principles

The National Association of Insurance Commissioners (NAIC) adopted the Codification of Statutory Accounting Principles at its March 1998 National Meeting. The adoption of the codified principles successfully concludes an extensive effort begun in 1994 to produce a comprehensive guide to statutory accounting principles for use by insurance departments, insurers and auditors.

The codified principles are not intended to preempt state legislative and regulatory authority but to establish a comprehensive basis of accounting recognized and adhered to in the absence of conflict with, or silence of, state statutes and regulations. The American Institute of Certified Public Accountants determined that it will not be necessary to grant the codified principles status as an *Other Comprehensive Basis of Accounting* and that auditors will be permitted to continue to provide audit

opinions on practices prescribed or permitted by the insurance department of an insurer's state of domicile.

The codified principles will be effective January 1, 2001, and will apply to quarterly financial statements filed as of March 31, 2001. The following types of domestic insurers will be required to adhere to the codified principles in preparing financial statements to be filed with the Pennsylvania Insurance Department.

1. life, accident & health, property & casualty, title, financial guaranty, mortgage guaranty, surety and other insurance companies, associations or exchanges subject to section 320 of The Insurance Company Law (40 P. S. § 443)
2. Pennsylvania Fair Plan under section 206 of The Pennsylvania Fair Plan Act (40 P. S. § 1600.206)
3. State Workmen's Insurance Fund, employers mutual liability associations and other entities subject to section 2 of the act of May 9, 1949, P. L. 1025 (40 P. S. § 1262)
4. Coal and Clay Mine Subsidence Insurance Fund under section 14 of the act of August 23, 1961, P. L. 1068, as amended (52 P. S. § 3214)
5. Joint Underwriting Association under section 809 of the Health Care Services Malpractice Act (40 P. S. § 1301.809)
6. health maintenance organizations under section 11 of the Health Maintenance Organization Act (40 P. S. § 1561)
7. hospital plan corporations and professional health services plan corporations under 40 Pa.C.S. §§ 6125 and 6331
8. risk-assuming PPOs under 31 Pa. Code § 152.21

The NAIC is currently reviewing whether to apply the codified principles to fraternal benefit societies.

The codified principles were adopted as the NAIC's *Accounting Practices and Procedures Manual—version effective January 1, 2001*. The NAIC Accounting Practices and Procedures (EX4) Task Force is responsible for the maintenance of the codified manual. The 1998 version of the *Accounting Practices and Procedures Manual* will be maintained and published until December 31, 2000. The various NAIC task forces and working groups responsible

for changes to NAIC publications resulting from the codified principles (annual statement instructions, instructions for completing Risk Based Capital reports and the like) have been charged to complete their work by December 31, 1999.

The codification materials adopted at the March 1998 meeting are currently available on the NAIC's website at www.naic.org under the Financial Services icon. A hardcopy version of the material will be available in 1999. All NAIC publications will be consistent with the codified principles as of January 1, 2001.

Further information on the NAIC codification project may be obtained by contacting the following NAIC staff:

Jane Kipper, Senior Life Insurance Accountant
 David Christensen, Property/Casualty Accountant
 Dan Daveline, Health Accountant
 National Association of Insurance Commissioners
 20 West 12th Street, Suite 1100
 Kansas City, MO 64105-1925
 Phone: (816) 842-3600/Fax: (816) 842-9185
 Internet: jkipper@naic.org; dchristensen@naic.org;
ddaveline@naic.org

The Insurance Department will review Pennsylvania's laws and regulations that may be inconsistent with the codified manual and seek industry comments on whether those laws and regulations should be amended or repealed prior to the January 1, 2001 effective date. Insurers must receive the Department's written approval in order to implement any of the codified principles prior to the January 1, 2001 effective date.

Questions concerning this notice may be directed to Stephen J. Johnson, CPA, Deputy Insurance Commissioner, Regulation of Companies, 1326 Strawberry Square, Harrisburg, PA 17120, Phone: (717) 783-2142/ Fax: (717) 787-8557, E-Mail: sjohnson@ins.state.pa.us.

M. DIANE KOKEN,
Insurance Commissioner

[Pa.B. Doc. No. 98-1245. Filed for public inspection July 31, 1998, 9:00 a.m.]

Rate Filing; Highmark, Inc.; Filing No. 1-CCP-98-HBCBS; Requesting Authority to Increase Direct Pay Complete Care Comprehensive Major Medical Plan Rates

Highmark Blue Cross Blue Shield requests approval of an increase to its Direct Pay Complete Care rates. The filing requests an increase of 8.3%. The rate increase will impact about 26,800 policyholders and produce an additional annual premium income of \$3.8 million. The requested approval date is January 1, 1999.

Copies of the filing are available for public inspection during normal working hours, by appointment, at the Insurance Department's offices in Harrisburg, Pittsburgh and Erie.

Interested parties are invited to submit written comments, suggestions, or objections to Bharat Patel, Actuary, Pennsylvania Insurance Department, Office of Rate and Policy Regulation, Bureau of Accident and Health Insurance, 1311 Strawberry Square, Harrisburg, PA 17120,

within 30 days of publication of this notice in the *Pennsylvania Bulletin*.

M. DIANE KOKEN,
Insurance Commissioner

[Pa.B. Doc. No. 98-1246. Filed for public inspection July 31, 1998, 9:00 a.m.]

Rate Filing; Highmark, Inc.; Filing No. 1-SCMS-98-HI; Requesting Authority to Increase Special Care Medical Surgical Product Rates

By Filing No. 1-SCMS-98-HI, Highmark, Inc., requests approval of an increase to its Special Care Medical Surgical Product rates. The filing requests an average increase of 10.34% varying by Blue Cross Plan area. The rate increase will impact about 45,275 policyholders and produce an additional annual premium income of \$2.0 million. The requested approval date is January 1, 1999.

The rate increases by Blue Cross Plan are shown below:

<i>Plan Area</i>	<i>Percentage Increase</i>	<i>Average Increase Per Sub. Month</i>
Blue Cross of North-eastern PA	2.22%	\$0.71
Highmark Blue Cross Blue Shield	4.61%	\$1.62
Capital Blue Cross	15.64%	\$5.34
Independence Blue Cross	16.68%	\$5.97
Overall	10.34%	\$3.62

Copies of the filing are available for public inspection during normal working hours, by appointment, at the Insurance Department's offices in Harrisburg, Philadelphia, Pittsburgh and Erie.

Interested parties are invited to submit written comments, suggestions, or objections to Bharat Patel, Actuary, Insurance Department, Office of Rate and Policy Regulation, Bureau of Accident and Health Insurance, 1311 Strawberry Square, Harrisburg, PA 17120, within 30 days of publication of this notice in the *Pennsylvania Bulletin*.

M. DIANE KOKEN,
Insurance Commissioner

[Pa.B. Doc. No. 98-1247. Filed for public inspection July 31, 1998, 9:00 a.m.]

Rate Filing; Independence Blue Cross; Filing No. 8-P-98; Rate Increase for Community Rated Group Hospital Program

Independence Blue Cross (IBC) requests Insurance Department approval for a 29.29% premium rate increase on its community rated Basic Blue Cross hospitalization program. The proposed rate increase would impact upon approximately 14,100 contracts and produce additional annual premium income of \$9.0 million. The requested approval date is October 1, 1998.

Copies of the filing are available for public inspection during normal working hours, by appointment, at the Insurance Department's offices in Harrisburg and Philadelphia.

Interested parties are invited to submit written comments, suggestions, or objections to Bharat Patel, Actuary,

Pennsylvania Insurance Department, Office of Rate and Policy Regulation, Bureau of Accident and Health Insurance, 1311 Strawberry Square, Harrisburg, PA 17120, within 30 days of publication of this notice in the *Pennsylvania Bulletin*.

M. DIANE KOKEN,
Insurance Commissioner

[Pa.B. Doc. No. 98-1248. Filed for public inspection July 13, 1998, 9:00 a.m.]

Review Procedure Hearings; Cancellation or Refusal of Insurance

The following insured has requested a hearing, as authorized by section 9(a) of the act of June 5, 1968 (P. L. 140, No. 78) (40 P. S. § 1008.9(a)) in connection with his company's termination of the insured's automobile policies.

The hearing will be held in the Capitol Associates Building, 901 North Seventh Street, Second Floor Hearing Room, Harrisburg, PA 17102.

Appeal of Tommy Thomas; file no. 98-267-32923; Premier Auto Insurance Company; doc. no. PH98-07-015; August 27, 1998, at 11 a.m.

Parties may appear with or without counsel and offer relevant testimony or evidence to support their respective positions. The representative of the company must bring relevant claims files, documents, photographs, drawings, witnesses and the like necessary to substantiate the case. The insured must bring any evidence which the insured may want to offer at the hearing. The hearing will be held in accordance with the requirements of sections 9 and 10 of the act (40 P. S. §§ 1008.9 and 1008.10) and 1 Pa. Code Part II (relating to the General Rules of Administrative Practice and Procedure).

After the hearing, the Insurance Commissioner will issue a written order resolving the factual issues presented at the hearing and stating what remedial action, if any, is required. The Commissioner's Order will be sent to those persons participating in the hearing or their designated representatives. The order of the Commissioner is subject to judicial review by the Commonwealth Court.

Persons with a disability who wish to attend the above-referenced administrative hearing and require an auxiliary aid, service or other accommodation to participate in the hearing should contact Tracey Pontius, Agency Coordinator at (717) 787-4298.

M. DIANE KOKEN,
Insurance Commissioner

[Pa.B. Doc. No. 98-1249. Filed for public inspection July 31, 1998, 9:00 a.m.]

PENNSYLVANIA PUBLIC UTILITY COMMISSION

Service of Notice of Motor Carrier Applications

The following temporary authority and/or permanent authority applications for the right to render service as a common carrier or contract carrier in this Commonwealth have been filed with the Pennsylvania Public Utility

Commission. Publication of this notice shall be considered as sufficient notice to all carriers holding authority from this Commission. Applications will be considered without hearing in the absence of protests to the application. Protests to the applications published herein are due on or before August 24, 1998, as set forth at 52 Pa. Code § 3.381 (relating to applications for transportation of property and persons). The protest shall also indicate whether it applies to the temporary authority application or the permanent application or both.

Applications of the following for approval of the beginning of the exercise of the right and privilege of operating as common carriers for transportation of persons as described under each application.

A-00115136. All Occasion Limousine Service, Inc. (10 Wynne Avenue, Pittsburgh, Allegheny County, PA 15205), a corporation of the Commonwealth of Pennsylvania—persons in limousine service between points in the counties of Westmoreland, Fayette and Washington, and from points in the said counties, and the county of Allegheny, to points in Pennsylvania, and return. *Attorney:* Louis W. Emmi, 201 Lebanon Shops, 300 Mt. Lebanon Boulevard, Pittsburgh, PA 15234.

Applications of the following for approval of the beginning of the exercise of the right and privilege of operating motor vehicles as common carriers for the transportation of persons by transfer of rights as described under each application.

A-00115113. Fashion Limousine, Inc. (2845 C Street, Philadelphia, Philadelphia County, PA 19134), a corporation of the Commonwealth of Pennsylvania—beginning right—to transport persons in limousine service: (1) between points in the county of Chester and the townships of Birmingham, Concord and Thornbury, Delaware County and from said county and townships to points in Pennsylvania within an airline distance of 50 statute miles of the limits of the county of Chester and the townships of Birmingham, Concord and Thornbury, Delaware County, and return; with Right No. 1 subject to the following condition: that no right, power or privilege is granted to originate transportation in Lancaster County; and (2) between points in the counties of Berks, Chester and Montgomery, and from points in said counties to points in Pennsylvania, and return; with Right No. 2 subject to the following conditions: (a) that no right, power or privilege is granted to provide service to or from hotels and motels in Montgomery County or to or from the following points in Chester County: Guest Quarters, Alcoa Standard and Chesterbrook Shopping Center in Chesterbrook or MAI Sorbus in Great Valley; (b) that no right, power or privilege is granted to provide service to or from Berks County, except for the city of Reading, the boroughs of Robeson, West Reading, Bally, Bechtelsville, Birdsboro, Boyertown, Fleetwood, Lyons, Hamburg, Leesport and Mount Penn, and the townships of Bern, Douglass, Amity, Exeter, Union, Oley, Earl, Coalbrookdale, Lower Alsace, Robeson and Washington; and (c) that no right, power or privilege is granted to provide service to or from Delaware County, except Tinicum Township; which is to be a transfer of all of the rights authorized under the certificate issued at A-00112068, F. 2 to E. R. Greg Investments, Inc., subject to the same limitations and conditions. *Attorney:* John J. Gallagher, P. C., Suite 1100, 1760 Market Street, Philadelphia, PA 19103.

A-00114488, Folder 2. Frank R. Gehard, t/d/b/a Classic Limousine Service (203 South 12th Street, Altoona, Blair County, PA 16602)—persons in limousine

service, between points in the county of Blair, and from points in said county, to points in Pennsylvania, and return; which is to be a transfer of the right issued to Lisa A. Steinbugl, t/d/b/a Classic Limousine Service, under the certificate issued at A-00113199, subject to the same limitations and conditions.

Applications of the following for amendment to the certificate of public convenience approving the operation of motor vehicles as common carriers for transportation of persons as described under each application.

A-00107211, Folder 3, Am-A. Rainbow Cab, Inc., t/d/b/a Rainbow Paratransit (539 South Bolmar Street, West Chester, Chester County, PA 19382), persons in paratransit service between points in the borough of West Chester, the townships of East Goshen, West Goshen, Westtown, Birmingham, Pennsbury, Thornbury, East Bradford, and that portion of West Bradford Township bounded on the north by Pennsylvania Route 162, on the east by the East Bradford Township line, on the south by Pennsylvania Highway Route 15153, and on the west by Pennsylvania Highway Route 15007, and also Embreeville State Hospital in the township of Newlin, the Pocopson Home in the township of Pocopson, and that portion of the township of Kennett located on and north of Hillendale Road and on and east of Greenwood Road, all located in Chester County; and the townships of Thornbury, Birmingham, and Concord, all located in Delaware County, and from points in said areas to points within an airline distance of 30 statute miles of the limits of said service area, and return; subject to the following conditions: (a) that the service shall be limited to the use of sedans and station wagons with seating capacities of five passengers, or less, excluding the driver; and (b) the service will be rendered without the use of dome lights or taximeters: *so as to permit* the transportation of persons in paratransit service, between points in the boroughs of Kennett Square, Downingtown and Malvern, and the townships of Kennett, East Marlboro, Pocopson, West Bradford, Uwchlan, East Caln, West Whiteland, East Whiteland and Willistown, all located in Chester County, and the township of Edgemont, Delaware County, and from points in said territory, to points within an airline distance of 30 statute miles of the limits of said territory, and return; subject to the following conditions: (a) that the service shall be limited to the use of sedans and station wagons with seating capacities of five passengers, or less, excluding the driver; and (b) that the service shall be rendered without the use of dome lights or taximeters.

A-00107211, Folder 4, Am-A. Rainbow Cab, Inc., t/d/b/a Rainbow Limo and Air Parcel Service (539 South Bolmar Street, West Chester, Chester County, PA 19382), *inter alia*—persons, in airport transfer service, from the Comfort Inn, located at Route 100 and Shoemaker Road in the borough of Pottstown, Montgomery County, to the Philadelphia International Airport, located in the city and county of Philadelphia, and the township of Tinicum, Delaware County: *so as to permit* the transportation of persons in airport transfer service, from the townships of Westtown, Pocopson, East Goshen, Birmingham and Thornbury, all located in Chester County, and the township of Thornbury located in Delaware County, to the Philadelphia International Airport, located in the city and county of Philadelphia and the township of Tinicum, Delaware County; subject to the following condition: that the service be performed in vehicles having a seating capacity of not less than 7 passengers nor more than 11 passengers including the driver.

Applications of the following for approval of the right to begin to operate as a broker for the transportation of persons as described under each application.

A-00115134. Scenicruiser Travel, Inc., t/d/b/a Ken's Travel Club (16 Buckwalter Road, Audubon, Montgomery County, PA 19403), a corporation of the Commonwealth of Pennsylvania—brokerage license—to arrange for the transportation of persons and their baggage between points in Pennsylvania. *Attorney:* A. Martin Herring, Suite 2240, 1845 Walnut Street, Philadelphia, PA 19103.

Motor Carrier Applications—Property, Excluding Household Goods in Use

The following applications for the authority to transport property, excluding household goods in use, between points in Pennsylvania, have been filed with the Pennsylvania Public Utility Commission. Public comment to these applications may be filed, in writing with the Secretary, Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265 on or before Aug. 17, 1998.

- A-00095122 F.2 D & A Auto Sales, Inc., t/a D. A. Auto Auction
P. O. Box 431, New Stanton, PA 15672; Philip L. Zulli, 1501 North Front Street, Harrisburg, PA 17102
- A-00112032 F.2 Check Trucking Co., Inc.
171 Bradford Lane, Lansdale, PA 19446
- A-00115114 Shawn L. Bloom, t/a Shawn Bloom Trucking
R. R. 3, Box 323A, Curwensville, PA 16833
- A-00115115 J. Nevin Hartman, t/a J. N. Hartman Co.
P. O. Box 290, Benton, PA 17814
- A-00115116 Randy D. Sailer
1151 Ironstone Drive, Boyertown, PA 19512
- A-00115117 Dominic J. Deorio
336 Veronia Road, West Chester, PA 19380
- A-00115118 Gerald D. Brocious, t/a G. D. Brocious
R. R. 2, Box 55, Strattanville, PA 16258
- A-00115119 Professional Graphic Communications, Inc.
P. O. Box 1860, Cranberry Twp., PA 16066
- A-00115120 Four Dotts' Trucking Company, Inc.
Rt. 53, Box 312, Irvona, PA 16656; David H. Radcliff, 3905 North Front Street, Harrisburg, PA 17110
- A-00115121 Appalachian Transport, Inc.
R. D. 3, Valley Road, Smethport, PA 16749
- A-00115122 Bruce J. Byram
1021 Glen View Drive, Denver, PA 17517
- A-00115123 Jack E. Kemmerer, t/a Jack E. Kemmerer Trucking
R. R. 2, Box 406, Jersey Shore, PA 17740

A-00115104 Robert Gunther, III, t/a R. G. III Hauling
2791 Pike Avenue, Coopersburg, PA
18036: William McCarthy, 1319 Main
Street, Hellertown, PA 18055-1352

A-00115103 Alan R. Hess, t/a Hess Trucking
178 Quaker Hill Road, Cogan Station,
PA 17728

A-00115105 Aggregate Hauling, Inc.
121 Harristown Road, Paradise, PA
17562

A-00115106 David R. Metzger, t/a Metzger Trucking
Co.
R. R. 1, Box 38, Muncy Valley, PA
17758

A-00115107 Edward C. Deljanovan, t/a Ed
Deljanovan Trucking
P. O. Box 283, Trout Run, PA 17771

A-00115108 Jay B. Seitzinger, t/a Scoot Trucking
2036 River Road, Reading, PA 19605:
John A. Hoffert, Jr., P. O. Box 1538,
Reading, PA 19603

A-00115109 SB Fuels, Inc.
P. O. Box 1290, Clearfield, PA 16830

A-00115110 CCI Construction Co., Inc.
P. O. Box 1129, Mechanicsburg, PA
17055-1129

A-00115111 Barry F. Koch, t/a Barry Koch Trucking
1175 Main Street, Shoemakerville, PA
19555

A-00115112 Maple Valley Transport, Inc.
R. D. 1, Box 245-1, New Albany, PA
18833

A-00115125 Daniel Keller, t/a Danny Keller & Fam-
ily Trucking Co.
9528 Damascus Drive, Manassas, VA
20109

A-00115126 Old Star Transport, Inc.
111 Hipp Street, Johnstown, PA
15902: Rex W. McQuaide, 1405
Eisenhower Blvd., Suite 200, Johns-
town, PA 15904

A-00115127 Air-Ride, Inc.
11900 Sager Road, Swanton, OH
43558

A-00115135 Craig Stutzman, t/a Stutzman Trucking
157 Pyle Drive, Somerset, PA 15501

A-00115137 William C. Diehl, Jr., t/a William C.
Diehl, Jr., Enterprises
700 Grovania Drive, Bloomsburg, PA
17815

A-00115131 B & T Transportation, Inc.
702 Race Street, Catasauqua, PA
18032-1117

A-00115130 John Futoma
R. R. 3, Box 243A-2, Shickshinny, PA
18655

A-00115133 James R. Moore
R. D. 1, Box 276 F, Mill Hall, PA
17751

A-00115132 Debra A. and Mariann M. Woodhouse,
t/a D. & M. Woodhouse Trucking
66 Donley Road, Eighty-Four, PA
15330

A-00115129 Builders Transportation Co., LLC
P. O. Box 16369, Memphis, TN 38116:
W. Ronald Waldrop, 1025 Montgom-
ery Highway, Suite 212, Birmingham,
AL 35216

A-00115128 Paul K. Fetter Trucking, Inc.
R. D. 2, Box 188, Newantown, PA
17073

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1250. Filed for public inspection July 31, 1998, 9:00 a.m.]

**Wastewater Service
Without Hearing**

A-230150F2000. Heidelberg Heights Sewerage Company. Application of Heidelberg Heights Sewerage Company for approval of the abandonment or permanent discontinuance of all wastewater service to the public in Heidelberg Heights Development, Heidelberg Township, Lehigh County, PA.

This application may be considered without a hearing. Protests or petitions to intervene can be filed with the Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant on or before August 17, 1998, under 52 Pa. Code (relating to public utilities).

Applicant: Heidelberg Heights Sewerage Company.

Through and By Counsel: Anthony C. Lomma, Esquire, Vice President/General Counsel, 1120 South Washington Avenue, Scranton, PA 18505.

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1251. Filed for public inspection July 31, 1998, 9:00 a.m.]

**Water Service
Without Hearing**

A-212750F0004 and A-212750F0005. Consumers Pennsylvania Water Company—Shenango Valley Division. Application of Consumers Pennsylvania Water Company—Shenango Valley Division, for approval of (1) the acquisition (By Docket #A-212750F0004) of the New Wilmington Municipal Authority's 12-inch water main, related assets and property situate in Wilmington Township, Mercer County, PA, and Wilmington Township, Lawrence County, PA, and (2) the rights of Consumers Pennsylvania Water Company—Shenango Valley Division (By Docket #A-212750F0005) to begin to offer, render, furnish or supply water service to the public in Wilmington Township, Mercer County, PA, and Wilmington Township, Lawrence County, PA.

This application may be considered without a hearing. Protests or petitions to intervene can be filed with the Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant on or before August 17, 1998, under 52 Pa. Code (relating to public utilities).

Applicant: Consumers Pennsylvania Water Company, Shenango Valley Division.

Through and By Counsel: Thomas T. Niesen Esquire, D. Mark Thomas Esquire, Thomas, Thomas, Armstrong & Niesen, 212 Locust Street, P. O. Box 9500, Harrisburg, PA 17108-9500.

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1252. Filed for public inspection July 31, 1998, 9:00 a.m.]

Water Service Without Hearing

A-212285F0057 and A-212285F0058. Pennsylvania-American Water Company. Application of Pennsylvania-American Water Company for approval of (1) the transfer, by sale, of the water works property and rights of Taylor Township to Pennsylvania-American Water Company, and (2) the rights of Pennsylvania-American Water Company to offer or furnish water service to the public in additional portions of Taylor Township and Shenango Township, Lawrence County, PA.

This application may be considered without a hearing. Protests or petitions to intervene can be filed with the Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant on or before August 17, 1998, under 52 Pa. Code (relating to public utilities).

Applicant: Pennsylvania-American Water Company.

Through and By Counsel: Velma A. Redmond, Esquire, Corporate Counsel, Pennsylvania-American Water Company, 800 West Hersheypark Drive, Hershey, PA 17033.

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1253. Filed for public inspection July 31, 1998, 9:00 a.m.]

Water Service Without Hearing

A-212285F0056. Pennsylvania-American Water Company. Application of Pennsylvania-American Water Company for approval of the right to offer, render, furnish or supply water service to the public in an additional portion of Derry Township, Dauphin County, Pennsylvania.

This application may be considered without a hearing. Protests or petitions to intervene can be filed with the Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant on or before August 17, 1998, under 52 Pa. Code (relating to public utilities).

Applicant: Pennsylvania-American Water Company
Through and By Counsel: Susan D. Simms, Esquire, Pennsylvania-American Water Company, 800 West Hersheypark Drive, Hershey, PA 17033.

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1254. Filed for public inspection July 31, 1998, 9:00 a.m.]

Water Service Without Hearing

A-212370F0045. Philadelphia Suburban Water Company. Application of Philadelphia Suburban Water Company, for approval to begin to offer, render, furnish and supply water service to the public in additional territory in West Pikeland Township, Chester County, PA.

This application may be considered without a hearing. Protests or petitions to intervene can be filed with the Pennsylvania Public Utility Commission, P. O. Box 3265, Harrisburg, PA 17105-3265, with a copy served on the applicant on or before August 17, 1998, under 52 Pa. Code (relating to public utilities).

Applicant: Philadelphia Suburban Water Company

Through and By Counsel: Mark J. Kropilak Esquire, Vice President and General Counsel, Philadelphia Suburban Water Company, 762 Lancaster Avenue, Bryn Mawr PA 19010.

JAMES J. MCNULTY,
Secretary

[Pa.B. Doc. No. 98-1255. Filed for public inspection July 31, 1998, 9:00 a.m.]

STATE BOARD OF ACCOUNTANCY

Commonwealth of Pennsylvania v. Louis Carl Roberts, CPA, before the State Board of Accountancy, Doc. No. 0482-55-96; File No. 95-55-04154

By order of the State Board of Accountancy pursuant to 1 Pa. Code § 33.31, 231 Pa. Code § 430, and Rule 430, Pa.R.C.P., Louis Carl Roberts, C.P.A. is hereby given notice as follows:

On June 27, 1996, the Commonwealth of Pennsylvania, Bureau of Professional and Occupational Affairs, instituted against you, with respect to your license to practice public accounting as a certified public accountant, a formal administrative disciplinary action before the State Board of Accountancy upon the filing and issuance of an order to show cause alleging that you have violated certain provisions of the C.P.A. law. A copy of the order to show cause at docket no. 0482-55-96, file no. 95-55-04154, is on file with and available through the prothonotary at the address indicated below. Read this document carefully. You may lose licenses, certificates, registrations or permits which may be important to your practice of your profession, trade or occupation. Also you may be subject to the levying of civil penalties of up to \$1,000 per violation.

If you wish to defend against the allegations in this order to show cause, or to present evidence on your behalf in mitigation of any penalties which may be imposed upon you or your license, certification, registration, permit or other authorization to practice your profession, the procedures for doing so are set forth in the order to show cause. All proceedings are conducted in accordance with the Administrative Agency Law and the general rules of administrative practice and procedure. You have the right to be represented by an attorney in this matter. Although you may represent yourself, you are advised to seek the advice of an attorney. If you do not have an attorney or cannot afford one, contact the office set forth below to find out where you can get legal help:

Lawyer Referral Service
Allegheny County Bar Association
920 City-County Building
Pittsburgh, PA 15219
(412) 261-0518

You are directed to respond by filing an answer in writing within thirty (30) days of the date of the order to show cause. An original and two copies must be submitted. *Also, you must send a separate copy of the answer, and any other pleadings or documents, to the prosecuting attorney named in this document.* If you do not file an answer, disciplinary action may be taken against you without a hearing.

Answers and any other pleadings should be filed with and questions and any other inquiries should be directed to Deanna S. Walton, Prothonotary, Bureau of Professional and Occupational Affairs, 124 Pine Street, Suite 200, Harrisburg, PA 17101.

KEVIN M. MITCHELL, C.P.A.
Chairperson

[Pa.B. Doc. No. 98-1256. Filed for public inspection July 31, 1998, 9:00 a.m.]

STATE SYSTEM OF HIGHER EDUCATION

Indiana University of Pennsylvania; RFP #01-98 for Professional Services

Indiana University of Pennsylvania of the State System of Higher Education will select four firms to provide open ended professional design services for various size and types of projects. Interested professionals may obtain a copy of the Request For Proposal (RFP) from the Engineering and Construction Group Office; Robertshaw Building; 650 South 13th Street; Indiana University of Pennsylvania; Indiana, PA 15705; Robert Marx, Director. You may fax your request to Robert Marx, (724) 357-6480. Responses to the RFP are due by 3:30 p.m., Thursday, August 20th, 1998, at the Engineering and Construction

Group Office; 650 South 13th Street, Indiana, PA 15705. The system encourages responses from small firms, minority firms, women owned firms, and firms which have not previously worked for the system, and will consider joint ventures which will enable these firms to participate in system professional services contracts. The firms and their respective consultants shall be capable of providing, at a minimum, architectural and survey services on an individual project basis. The university desires that at least one of the teams have multi-disciplinary capabilities including environmental services such as testing, field survey and supervision of remediation activities. Non-discrimination and equal opportunity are policies of the Commonwealth and the State System of Higher Education.

The RFP may be viewed at <http://www.iup.edu/engcons>.

JAMES H. MCCORMICK,
Chancellor

[Pa.B. Doc. No. 98-1257. Filed for public inspection July 31, 1998, 9:00 a.m.]

TURNPIKE COMMISSION

Retention of Consultant; Reference No. 144-100; Request for Proposals

The Turnpike Commission will consider entering into a consulting agreement with a firm qualified to administer a marketing program of providing advertising coupons on the backs of the Turnpike toll receipts. Last year the Turnpike Commission distributed over 38 million receipts. The backs of these receipts are blank. The Turnpike Commission will provide space on the backs of the toll receipts which measures 1.5" high by 4.75" long which can be sold to advertisers to provide coupons to Turnpike travelers. The coupon space will be available with toll receipts delivered in February 1999. The successful bidder will be awarded a 2 year contract with the Turnpike Commission having an option to renew.

Interested parties will attend a mandatory meeting scheduled for 10 a.m. on August 13, 1998, at the Pennsylvania Turnpike Commission's Days Inn Offices located at Exit 19 of the Turnpike and Rt. 283 and Eisenhower Blvd., Highspire, PA. The proposals must be received by the Commission at its Harrisburg Office by 4 p.m., September 9, 1998.

Copies of the Request for Proposal (RFP) may be obtained, free of charge, by communicating with the Bid Clerk, Purchasing Department, at (717) 939-9551, Ext. 2830.

JAMES F. MALONE, III,
Chairperson

[Pa.B. Doc. No. 98-1258. Filed for public inspection July 31, 1998, 9:00 a.m.]

Retention of an Engineering Firm

Pre-final Design of the Findlay Connector Allegheny and Washington Counties, Pennsylvania Reference No. E-008

The Turnpike Commission will select an engineering firm to perform the pre-final design of the Findlay Connector portion of the Southern Beltway Transportation Project in Allegheny and Washington Counties. One consultant will be selected to perform the pre-final design of the entire Findlay Connector (up through and including Step 9) from U. S. 22, north to State Route 60.

An Open End Contract will be executed with the selected consultant. Project teams will be evaluated for the workload of the prime consultant and subconsultant in relation to the team's capacity to perform the work and meet the schedules.

Firms selected may be required to perform field surveying; base mapping; geotechnical and mining investigations; development of line and grade; type size and location (TS&L) of structures; foundation investigations; typical and cross sections; utility verification, and coordination; Step 9 field view plans; field views; stormwater management; defining environmental impacts; traffic analysis; preparation of preliminary construction estimates; and public involvement; coordination with various Federal and State agencies and special interests groups.

The work and services that are provided under this Open End Contract will be under the direction and supervision of the Pennsylvania Turnpike Commission, the Pennsylvania Department of Transportation, and possibly the Federal Highway Administration.

Firms interested in this project must agree to ensure that the Disadvantaged Business Enterprise (DBE) firms as defined in the Intermodal Surface Transportation Efficiency Act of 1991, certified by the Pa Department of Transportation shall have the maximum opportunity to participate in any subcontracting or furnishing supplies or services approved under Form 442, section 1.10(a). The act requires that firms owned and controlled by women (WBE) be included, as a presumptive group, within the definition of Disadvantaged Business Enterprise. The goal for DBE/WBE participation in each of these contracts shall be 12% of the total cost of all work orders executed under each individual Open End Contract. Responding firms shall make good faith efforts to meet the DBE/WBE goal using DBEs (as defined prior to the act), WBEs or combinations of both. Proposed DBE firms must be certified at the time of submission of the letter of interest. If the selected firm fails to meet the goal established, it shall be required to demonstrate its good faith efforts to attain the goal. Failure to meet the goal and demonstrate good faith efforts may result in termination of the contract.

Direct inquiries to Mark F. Raup, at (717) 939-9551, extension 3632, or by E-mail at mraup@paturnpike.com.

General Requirements and Information for Reference No. E-008

Firms interested in performing the above services are invited to submit Letters of Interest to Alexander R. Jansen, P. E., Deputy Executive Director, Maintenance/Engineering, Chief Engineer, Engineering Department, Turnpike Administration Building, located on Eisenhower Boulevard at the Harrisburg-East Interchange near Highspire, PA 17034 (Mailing Address: P. O. Box 67676, Harrisburg, PA 17106-7676).

The Letters of Interest must include in the heading the project reference number indicated in the advertisement. A Standard Form 254, "Architect-Engineer and Related Services Questionnaire," not more than 1 year old as of date of this advertisement, and Standard Form 255, "Architect-Engineer and Related Services Questionnaire" for Specific Project, must accompany each letter of interest. If the firm has multiple offices, the location of the office performing the work must be identified.

Firms with out-of-State headquarters or corporations not incorporated in Pennsylvania must include with each letter of interest a copy of their registration to do business in the Commonwealth as provided by the Department of State.

The Pennsylvania Turnpike Commission currently limits its participation in the remuneration of principals or consultant employees performing work on projects to \$72,800 per annum or \$35 per hour or their actual audited remuneration, whichever is less. The Commission currently limits its participation in the consultant's indirect payroll costs (overhead) on design projects to 130% or the consultant's actual audited overhead rate, whichever is less.

The Consultant in their submission should identify the following factors:

(A) Specialized experience and technical competence of firm. The firm must clearly demonstrate their capabilities of completing this project by identifying similar projects that have been completed, the magnitude of the project, and the client.

(B) Past record of performance with respect to cost control, work quality and ability to meet schedules.

(C) Letters of Interest should include an indication of the prime consultant's and subconsultant's current workload for all Pennsylvania Department of Transportation and Pennsylvania Turnpike Commission projects.

(D) Location of consultants office where the work will be performed.

(E) Listing of subconsultants intended. Any deviation from the subconsultants listed in the letter of interest will require written approval from the Commission, if selected (Please note DBE/MBE/WBE requirements below).

(F) Special requirements of the project.

(G) An organizational chart for the project identifying key personnel. Only resumes of key personnel should be included. The specific experience of individuals who would be involved in the project shall be identified, including the Project Manager.

(H) Other factors, if any, specific to the project.

The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman firms in contracting opportunities. The minimum participation level for DBE/MBE/WBEs in this contract will be 12%. Responding firms shall identify DBE/MBE/WBE firms, expected to participate in this contract, in their Letter of Interest. If the selected firm does not meet the minimum requirement for DBE/MBE/WBE participation, they will be required to demonstrate good faith efforts to achieve the required level. Proposed DBE/MBE/WBE firms must be certified by the Pennsylvania Department of Transportation at the time of the submission of the Letter of Interest. If further information is desired concerning DBE/MBE/WBE participation, directed inquiries to the

Office of Equal Opportunity Development, Pennsylvania Turnpike Commission at the above address, or by calling (717) 939-9551 Ext. 4241.

The Letters of Interest and required forms must be received by 12 PM, Friday, August 14, 1998. Any letters of interest received after this date and time will be time-stamped and returned.

The Commission reserves the right to reject all Letters

of Interest submitted, to cancel the solicitation requested under this notice and/or to re-advertise solicitation for these services.

JAMES F. MALONE, III,
Chairperson

[Pa.B. Doc. No. 98-1259. Filed for public inspection July 31, 1998, 9:00 a.m.]
