

STATEMENTS OF POLICY

LEGISLATIVE REFERENCE BUREAU

[101 PA. CODE CH. 31]

Right-to-Know Law; Proposed Amendments

The Legislative Reference Bureau (Bureau) proposes to amend § 31.17(c) (relating to fee schedule) to read as set forth in Annex A. The purpose of the proposed statement of policy is to clarify the fee procedures applicable to a large or complex “legislative record” as defined in section 102 of the Right-to-Know Law (65 P. S. § 67.102).

Comments on the proposed statement of policy may be sent to the Open-Records Officer, Legislative Reference Bureau, Room 641, Main Capitol Building, Harrisburg, PA 17120-0033, fax (717) 783-2396, lrbrighttoknow@palrb.net. The Bureau will consider comments which it receives prior to December 21, 2012.

ROBERT W. ZECH, Jr.,
Director

Annex A

TITLE 101. GENERAL ASSEMBLY

PART I. LEGISLATIVE REFERENCE BUREAU

Subpart E. STATEMENTS OF POLICY

CHAPTER 31. RIGHT-TO-KNOW LAW

Subchapter B. OPEN RECORDS PROCEDURES OF THE BUREAU

§ 31.17. Fee schedule.

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(c) *Payment.*

(1) [**Except as set forth in paragraph (2)] In accordance with paragraphs (2) and (3), payment arrangements shall be made between the requester and the open-records officer.**

(2) [**Under section 1307(h) of the law (65 P. S. § 67.1307(h)), if the total fee exceeds \$100, payment must] If the actual fee is expected to exceed \$100, payment of an estimated fee under section 1307(h) of the law (65 P. S. § 67.1307(h)) shall be made prior to the initiation of [the] providing the document. If [**prepayment**] **payment under this paragraph** is required, a check, certified check or money order shall be made payable to “Commonwealth of Pennsylvania” in the [**total**] amount of the **estimated** fee.**

(3) **Payment of the actual fee shall be made prior to providing the document.**

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