

# STATEMENTS OF POLICY

## Title 101—GENERAL ASSEMBLY

### LEGISLATIVE REFERENCE BUREAU [ 101 PA. CODE CH. 31 ] Right-to-Know Law; Amendments

The Legislative Reference Bureau (Bureau) amends § 31.2 (relating to open-records officers) to read as set forth in Annex A. The purpose of the statement of policy is to update the e-mail contact information for written document requests to the Local Government Commission.

*Effective Date*

This statement of policy is effective upon publication.  
VINCENT C. DeLIBERATO, Jr.,  
*Director*

*(Editor's Note:* Title 101 of the *Pennsylvania Code* is amended by amending the statements of policy in § 31.2 to read as set forth in Annex A, with ellipses referring to the existing text.)

*(Editor's Note:* See 45 Pa.B. 2051 (April 25, 2015) for a statement of policy from the Local Government Commission amending 101 Pa. Code §§ 303.2 and 303.14.)

#### Annex A

#### TITLE 101. GENERAL ASSEMBLY PART I. LEGISLATIVE REFERENCE BUREAU Subpart E. STATEMENTS OF POLICY CHAPTER 31. RIGHT-TO-KNOW LAW Subchapter A. PRELIMINARY PROVISIONS

#### § 31.2. Open-records officers.

(a) *Designation.*

\* \* \* \* \*

(2) The designations under paragraph (1) are as follows:

\* \* \* \* \*

(ix) The Local Government Commission:

Open-Records Officer  
Local Government Commission  
Senate Box 203078  
Harrisburg, PA 17120-3078  
Fax: (717) 772-4524  
E-mail: LGCopenrecords@palegislature.us

\* \* \* \* \*

[Pa.B. Doc. No. 15-773. Filed for public inspection April 24, 2015, 9:00 a.m.]

#### LOCAL GOVERNMENT COMMISSION [ 101 PA. CODE CH. 303 ] Right-to-Know Law; Amendments

The Local Government Commission (Commission) amends §§ 303.2 and 303.14 (relating to open-records officer; and contact information) to read as set forth in

Annex A. The purpose of the statement of policy is to update appropriate e-mail contact information for written document requests.

*Effective Date*

This statement of policy is effective upon publication.  
MICHAEL P. GASBARRE,  
*Director*

*(Editor's Note:* Title 101 of the *Pennsylvania Code* is amended by amending the statements of policy in §§ 303.2 and 303.14 to read as set forth in Annex A.)

*(Editor's Note:* See 45 Pa.B. 2051 (April 25, 2015) for a statement of policy from the Legislative Reference Bureau amending 101 Pa. Code § 31.2.)

#### Annex A

#### TITLE 101. GENERAL ASSEMBLY PART III. LOCAL GOVERNMENT COMMISSION CHAPTER 303. RIGHT-TO-KNOW LAW—STATEMENT OF POLICY

#### Subchapter A. PRELIMINARY PROVISIONS

#### § 303.2. Open-records officer.

Under section 502(a)(2) of the law (65 P. S. § 67.502(a)(2)), and upon publication in the *Pennsylvania Bulletin* in accordance with 101 Pa. Code § 31.2 (relating to open-records officers), the designation of the open-records officer for the Commission will be as follows:

Open-Records Officer  
Local Government Commission  
Senate Box 203078  
Harrisburg, PA 17120-3078  
Fax: (717) 772-4524  
E-mail: LGCopenrecords@palegislature.us

#### Subchapter B. OPEN RECORDS PROCEDURES OF THE COMMISSION

#### § 303.14. Contact information.

Right-to-Know requests must be made as follows:

(1) Written requests made by mail:

Open-Records Officer  
Local Government Commission  
Senate Box 203078  
Harrisburg, Pennsylvania 17120-3078

(2) Written requests made by facsimile:

Fax: (717) 772-4524

(3) Written requests made by e-mail:

LGCopenrecords@palegislature.us

(4) Other requests: In person at the Commission offices, Forum Place Building, the corner of 5th and Walnut Streets, 555 Walnut Street, Harrisburg, PA 17101, or by telephone at (717) 787-7680. Verbal requests must be made to the Commission open-records officer or a designee.

[Pa.B. Doc. No. 15-774. Filed for public inspection April 24, 2015, 9:00 a.m.]