

PART III. LOCAL GOVERNMENT COMMISSION

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CHAPTER 301. COMPILATION AND DISTRIBUTION OF PUBLICATIONS

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Source

The provisions of this Chapter 301 adopted January 13, 1978, 8 Pa.B. 132, unless otherwise noted.

§ 301.1. General statement.

(a) The codes—the County Code, the Third Class City Code, the Borough Code, the First Class Township Code, the Second Class Township Code, a uniform procedural code relating to all classes of local government and all temporary or permanent supplements or amendments to the aforementioned codes—referred to in the act of July 9, 1976 (P. L. 909, No. 164)(46 P. S. §§ 431.2a and 431.2b) are compilations of laws relative to the administration of various units of government. As such, they have important value to local elected and appointed officials, administrative personnel, and others involved in the operation, evaluation, or study of local governments.

(b) It is the policy and intent of the act, as understood by the Local Government Commission, to make available at no cost, copies of the various codes, along with periodic updates, to all who have a legitimate need for such codes. The Local Government Commission also believes the Legislature expects it to exercise prudent judgment in the expenditure of taxpayers’ money.

§ 301.2. Criteria for distribution.

Since copies of the codes represent a substantial cost to the taxpayer, the following criteria for distribution shall apply:

- (1) An initial distribution of all newly updated codes will be made as required by the act without legislators’ imprimatur.
- (2) All requests for copies, excluding the initial distribution, shall be in writing, and shall indicate title or affiliation of the requested recipient.
- (3) Copies will be the property of the office, not the individual holding the office, and the title page of the code will so state.
- (4) Except for the initial distribution, each copy of the code will contain a dated “update subscription” form. Updates will automatically be furnished

only to those returning that form, except that updates will automatically be sent to those receiving the initial distribution.

(5) The Local Government Commission will maintain a distribution file, including written requests. No copies of a code will be sent if the Local Government Commission records show that a copy has been supplied within 1 year from date of request unless special permission is given by the Local Government Commission.

(6) Legislators requesting copies of codes for distribution must include the name, address, and office, if any, of the proposed recipient. If proposed recipient is not an officeholder, reason for request and any pertinent affiliation must be indicated. If the Local Government Commission records show proposed recipient has a copy, legislator will be so advised; if not, requested copies will be stamped with legislator's signature and sent or given to the legislator, if requested, for distribution.

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