Lafayette College

**Department of Civil and Environmental Engineering**

CE 422: Environmental Site Assessment Spring 2019

**Freedom of Information Act (FOIA) Information**

**DEP and EPA**

**EPA** – EPA now encourages requesters who are seeking information for a particular property to visit EPA’s *MyPropertyInfo* online database at <http://www.epa.gov/myproperty/>.  The database will provide you with information concerning records the EPA has about a specific property, and provides a single, printable report based on individual address searches from numerous EPA databases.

If your search produces results, proceed with an information request for additional information by submitting your request to <https://foiaonline.gov>.  Your FOIA submittal should be accompanied by the results.

If no records were found in EPA's Databases for the provided search location. The system provides a link to a printable *No Records Certificate* stating that no records were found in EPA's databases for the provided search location.

**DEP** (Bethlehem and Wilkes-Barre) – We are to use the following website for all PA offices - <http://www.dep.pa.gov/Citizens/PublicRecords/Pages/Informal-File-Review.aspx>.

Through the DEP website, under “**Informal File Review Scheduling Procedure**”, bullet point “**HOW**” - click on “print”.

1. Fill out top portion.
2. Check off
	1. Air Quality
	2. Environmental Cleanup
	3. Waste Management
3. Number of years back
	1. 40
4. Please Describe the Records You Wish to Review
	1. State that you would like to know if any records are available.
	2. If so, you would like to schedule a visit.
5. Region
	1. Northeast
6. When complete
	1. Press “Submit”