

LEPC PUBLIC REQUESTS FOR INFORMATION

The Superfund Amendments and Reauthorization Act (SARA) of 1986 and the Freedom of Information Act mandates that the public shall be provided access to facility specific chemical inventories, hazardous material release reports, safety data sheets (SDS) and local emergency response plans in the possession of the Seward/York LEPC.

The Seward/York County Local Emergency Planning Committee (LEPC) has established the following procedure governing the release of records to the public and governmental agencies. This procedure is in compliance with state and federal guidelines, and the bylaws of the LEPC

POLICY

Requests for information will be handled in accordance with the Seward County Open Records Request Policy.

1. Requests will be directed to the Seward/York Emergency Management Office to research and answer the request.

The Seward County Attorney will advise the Emergency Management Director and the request will be answered using the guidelines of the SARA Title III regulations. This allows for the response to be answered within 45 calendar days.

2. All requests for information under EPCRA for public documents provided to or generated by the LEPC must be in writing and indicate the site of concern (Multiple sites not permitted).

3. The formal response to the requestor may indicate that there are documents available for review; and the time, date, and location of the review (as mutually arranged) given.

4. The records requested will be made available for viewing only.

5. Copies of the written response will be kept on file at the Emergency Management Office.



SEWARD/YORK COUNTY EMERGENCY MANAGEMENT

322 SOUTH 14TH, SUITE 1
SEWARD, NE 68434
PH. 402-643-4722

510 Lincoln Ave.
York, NE 68467
PH. 402-362-7744

OPEN RECORDS REQUEST

Requestor Information

Request Date: _____ Phone Number: _____
Name: _____
Company: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Email: _____ Fax Number: _____

Information Requested

Name of Facility: _____
Address of Facility: _____
City: _____ State: _____ Zip Code: _____

Standard Information Requests (Separate Form Required for Each Facility)

Please check appropriate box (es)

- ☒ -Hazardous material release reports on record with the LEPC.
- ☒ -Tier Two chemical inventory information.
- ☒ -Safety Data Sheets for a specific chemical (s).
- ☒ -Current Chemical Emergency Response and Preparedness Base Plan.

**DISCLAIMER: The data in a Safety Data Sheet is offered for your consideration, investigation and verification. The data is presented in good faith and was obtained from sources Seward/York LEPC believes to be reliable. However, Seward/York LEPC makes no representation as to the completeness or accuracy of this information. Thus, we expressly disclaim responsibility or liability arising out of reliance of this information. Please contact the manufacture of the chemical for specific safety information.*

Signature: _____ Date: _____

The Seward/York Local Emergency Planning Committee will make a good faith effort to provide the requested information within 45 days.