

California Department of Toxic Substances Control
Chatsworth Regional Office
9211 Oakdale Avenue
Chatsworth, CA 91311-6505

From:
Victoria Travis
P.O. Box 900591
Palmdale, California 93590
661-264-2782
tomandvickietravis@sbcglobal.net

Subject:
Public Records Act Request per California Government Code §6253

This letter represents a record request per California Government Code §6253 for all writings containing information relating to the conduct of the public's business which are prepared, owned, used, or retained by the California Department of Toxic Substances Control, regardless of physical form or characteristics, relating to the following issues:

1. The responsibility of the Department to monitor and test individuals known or suspected to have been exposed to toxic substances;
2. a list of those places the Department has done such monitoring or testing in the last 3 years;
3. the criteria used by the Department for selecting those sites and persons who will and those who will not be so monitored or tested;
4. the types of personnel the Department requires in order to do such testing;
5. the number of those types of personnel the Department employs and has employed over the prior 3 years;
6. the number of those types of personnel the Department is short of. if any;
7. the number of toxic sites and affected individuals the Department has been unable to investigate because of such personnel shortages, if any;
8. the total number of personnel on the Department's payroll;
9. an itemized accounting of funds received and spent by the Department over the past 3 years;
10. A copy of the Department's written guidelines for accessibility of records as required by GC §6253.4.

The undersigned reminds the Department that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state.

The undersigned requests that if any of the requested records are open to inspection during the office hours of the Department, or available on the Department's website, those records be identified and made available for inspection and copying. The undersigned requests pursuant to §6253.9 that any information that is held in an electronic format shall be made available in electronic format.

Note that the Department must act upon this request within 10 days from receipt of the request, and no extension for cause may be made for more than 14 days, and the Department may not delay or obstruct the inspection or copying of public records.

GC §6253.1 requires the Department to assist the member of the public to identify records and information that are responsive to the request or to the purpose of the request, if stated, and provide suggestions for overcoming any practical basis for denying access to the records or information sought, as by appropriate redaction.

Any notification of denial of any request for records required by GC §6255 must be in writing, specify the express provisions of §6254 on which the denial is based, and set forth the names and titles or positions of each person responsible for the denial.

Thank you for your assistance in this matter.

Sincerely,

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