



San Francisco Public Library

Government Information Center
100 Larkin Street, 5th Floor, San Francisco, CA 94102
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Factsheet for Government Agency EIRs (Environmental Impact Reports)

EIRs (Environmental Impact Reports) produced and distributed by government entities for public viewing during the comment period before performing a recommended remedial, removal, or other necessary action prior to land reuse or construction are sent to the Government Information Center (GIC).

Most EIRs sent to the GIC are from outside of the purview of our repository obligations with the Federal Depository Library Program (FDLP), State of California Library, and the repository mandate with the City and County of San Francisco Government. Usually, these EIRs are sent to us from an environmental contractor on behalf of a government entity (local, regional, state, or federal) involved in the environmental remedial work to be done at a site location.

For government agency EIRs, the following guidelines are to be followed:

- The responsible entity for these documents is to deliver (by mail or in person) a copy three days before the comment period begins.
- The GIC will make these EIRs available to the public for the entire comment period.
- The GIC will keep and incorporate these EIRs into the GIC collection.

Please note:

- EIRs that are over 25 pages are to be mailed via USPS or hand delivered directly to the address in the above letterhead.
- EIRs that are less than 25 pages can be emailed directly to sfdocs@sfpl.org