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PROGRAM INFORMATION BULLETIN NO. P09-39



FROM: C. BRYAN DON
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SUBJECT: Reissue of P03-24 - How to Change Your Address with MSHA or
Request Certain Publications

Information

This bulletin answers questions on how to change your address with the Mine Safety and Health Administration (MSHA) and how to request certain publications. For your convenience, the information is provided as an attachment to the bulletin.

Background

MSHA receives many questions from the mining community on how to change an address or how to request various publications. This bulletin answers the questions we receive most frequently.

Internet Availability

To view this bulletin on the Internet, please visit the MSHA home page (<http://www.msha.gov>). Choose "Compliance Info" and then scroll down to "Program Information Bulletins" located on the left.

Issuing Office and Contact Person

Administration and Management, Management Services Division
Records Management Branch
Darlene Green, (202) 693-9823
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Distribution

Mine Operators

Independent Contractors

Mining Product Manufacturers

Special Interest Groups

Program Policy Manual Holders

Attachment

HOW TO CHANGE YOUR MAILING ADDRESS
WITH MSHA
OR
REQUEST CERTAIN PUBLICATIONS

Mine Operators:

To change your legal address, the Address of Record fields on the Legal Identity Report (MSHA Form 2000-7) must be updated. A separate form must be completed for each mining operation of the operator. You can file an updated report online or mail the information to your District Office as required by 30 CFR 41. There are more detailed instructions for doing so at <http://www.msha.gov/forms/elawsforms/2000-7.htm>.

Program Policy Manual (PPM) and Program Policy Letters (PPL):

To purchase a Program Policy Manual, change the address for your PPM updates and Program Policy Letters, or request a duplicate copy, contact:

National Mine Health and Safety Academy
Attn: Ms. Sharon Taylor
1301 Airport Road
Beaver, WV 25813-9426

Telephone: (304) 256-3257
Fax: (304) 256-3368

Please include a telephone number with your request.

Program Information Bulletins (PIB)
Federal Register Notices
Quarterly Report of Mine Injuries and Worktime
Informational Reports
Fatalgrams

If you receive any of the four items listed above, contact the following office to change your address:

Office of Injury and Employment Information
P.O. Box 25367
Denver, CO 80225-0367

Telephone: (303) 231-5449
Fax: (303) 231-5515

Please include a telephone number with your request.

Code of Federal Regulations:

To purchase the Code of Federal Regulations, contact:

Government Printing Office
Customer Service

Telephone: (202) 512-1803

Equipment Approval Holders:

- Approval holders who wish to **change their address** with the Approval & Certification Center should contact:

MSHA Approval and Certification Center
Attn: Information Processing Services Office
765 Technology Drive
Triadelphia, WV 26059

Telephone: (304) 547-0400
Fax: (304) 547-2044
Email: ipso@dol.gov

- Lists of **MSHA Approved Products** can be found at <http://www.msha.gov/TECHSUPP/ACC/lists/lists.htm>

Procedures for **obtaining MSHA approval of equipment or products** can be found at <http://www.msha.gov/TECHSUPP/ACC/application/application.htm>