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## 40 C.F.R. § 16.3

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### Procedures for accessing, correcting, or amending personal records.

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(a) Any individual who—

- (1) Wishes to be informed whether a system of records maintained by EPA contains any record pertaining to him or her,
- (2) Seeks access to an EPA record about him or her that is maintained in an EPA PA system of records, including an accounting of any disclosures of that record; or
- (3) Seeks to amend or correct a record about him or her that is maintained in a system of records, may submit a written request to the EPA Privacy Act Officer, Environmental Protection Agency, Headquarters Freedom of Information Office, Office of Environmental Information (MC-2822T), 1200 Pennsylvania Avenue, NW., Washington, DC 20460 or via the Agency's Privacy Act Web site at <http://www.epa.gov/privacy> or by fax, (202) 566-1639.

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