**Section 5155.120 Public Requests for Information on Services Available through DSCC**

a) Any interested person may submit a request for information orally or in writing. The request should include a description of the information sought, the reason for the request and, when applicable, timing requirements. Requests should be directed to the Central Office or the office serving the requester's region.

b) The Division shall respond to such requests within ten (10) working days of receipt, whenever possible.