

Executive Department's UIPA Information Posted on Administration Websites per Governor's Executive Memo of 7/25/17

(As of 12/15/17)

[Office of the Governor](#)

To make a Uniform Information Practices Act (UIPA) request, please email govoffice.uipa@hawaii.gov.

Contact information:

Email: govoffice.uipa@hawaii.gov

Call: (808) 586-0034

Address: 415 S. Beretania St. #5, Honolulu, HI 96813

[Office of the Lt. Governor](#)

Office of the Lt. Governor UIPA Requests

State Capitol, 5th Floor

415 S. Beretania Street

Honolulu, Hawai'i 96813

FAX: (808) 586-0231

Email: LtGov.UIPA@hawaii.gov

[Office of Enterprise Technology Services \(ETS\)](#)

Please submit applicable UIPA requests to:

ETS Service Desk

Phone: (808) 586-0000

Email: ets.servicedesk@hawaii.gov

Mailing Address:

UIPA Request, Attn: ETS Service Desk

1151 Punchbowl St., B10

Honolulu, HI 96813

[Dept. of Accounting & General Services](#)

UIPA CONTACT

Office of the Comptroller

Kalanimoku Building

1151 Punchbowl Street

Honolulu, HI 96813
Ph: 808 586-0440
Fax: 808 586-0775
Email: dags@hawaii.gov

[Department of Agriculture](#)

To make a Uniform Information Practices Act (UIPA) request, please
email: hdoa.info@hawaii.gov

The Request (requirements)

1. Must be in writing
2. Have sufficient contact information for the agency to correspond with you
3. Provide a reasonable description of the requested record
4. State how you would like to receive the record (e.g. pick up copy, mail, e-mail, etc.)

You may use the State of Hawai'i Office of Information Practices' form to submit your request: [Request to access a government record](#)

The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes ("UIPA"), is Hawaii's public records law. The Office of Information Practices ("OIP") was created by the Legislature in 1988 to administer the UIPA.

Contact information:

Email: hdoa.info@hawaii.gov
Phone: (808) 973-9560

[Department the Attorney](#)

PUBLIC RECORDS REQUEST

[Home](#) » [Contact Us](#) » Email the Department of the Attorney General

EMAIL THE DEPARTMENT OF THE ATTORNEY GENERAL

The Attorney General welcomes your comments and suggestions.

If you would like to receive a response from the Attorney General, please include your email address and US mail address. Sometimes it is necessary for our office to contact you by US Mail, rather than e-mail. If appropriate, the Department will respond to all comments and/or suggestions in a timely manner; however, if you feel your communication needs immediate attention please contact us through [another method](#).

Please be aware that consumer protection inquiries and complaints are handled by the [Department of Commerce and Consumer Affairs – Office of Consumer Protection](#). If you have a consumer protection inquiry or complaint, the Office of Consumer Protection can be reached at 808-586-2653.

We thank you in advance for any comments and suggestions you may have.

Please help us to improve our web site by taking a minute to answer a few questions on our [web site feedback](#) page.

EMAIL THE ATTORNEY GENERAL

Send your comments/suggestions to the AG:

[Department Budget and Finance](#)

[Home](#) » [Contact Department of Budget & Finance](#) » Uniform Information Practices Act

UNIFORM INFORMATION PRACTICES ACT

To make a Uniform Information Practices Act (UIPA) request, please email DBF.UIPA@hawaii.gov.

The Request (requirements)

1. Must be in writing
2. Have sufficient contact information for the agency to correspond with you
3. Provide a reasonable description of the requested record
4. State how you would like to receive the record (e.g. pick up copy, mail, e-mail, etc.)

You may use the State of Hawai'i Office of Information Practices' form to submit your request: [Request to access a government record](#)

The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes ("UIPA"), is Hawaii's public records law. The Office of Information Practices ("OIP") was created by the Legislature in 1988 to administer the UIPA.

Contact information:

Phone: (808) 586-1518

Email: DBF.UIPA@hawaii.gov

Mailing Address: UIPA Request, State of Hawai'i, Department of Budget and Finance, P.O. Box 150, Honolulu, Hawai'i 96810

Additional resources are available on the [Office of Information Practices' UIPA webpage](#).

[Dept. of Business, Economic Development & Tourism](#)

Please submit all requests for government records pertaining to the Dept. of Business, Economic Development & Tourism, Office of the Director to:

Zenaida Fisher
Dept. of Business, Economic Development & Tourism
Director's Office
250 S. Hotel Street, 5th Floor
Honolulu, HI 96813
or to dbedt.director@hawaii.gov

For program specific requests, please see program webpage for the point of contact.

[Department of Commerce and Consumer Affairs](#)

[Home](#) » Open Records Request

OPEN RECORDS REQUEST

The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes ("UIPA"), is Hawaii's public records law and enables increased citizen participation in state government through access to public information. For more information on the state's open records law or submitting UIPA requests, please see the State of Hawaii's Office of Information Practices [frequently asked questions](#).

Open records requests to the Department of Commerce and Consumer Affairs (DCCA) can be submitted to the contacts below.

For DCCA requests

Department of Commerce and Consumer Affairs
335 Merchant Street, Room 310
Honolulu, Hawaii 96813
(808) 586-2850
Email: dcca@dcca.hawaii.gov

For RICO complaint records

Regulated Industries Complaints Office

235 S. Beretania, 9th Floor
Honolulu, HI 96813
(808) 586-2666
Email: rico@dcca.hawaii.gov
Fax: (808) 586-2670
Attention: Consumer Projects Attorney

[Department of Defense](#)

FOIA / UIPA REQUESTS, COMMENTS OR QUESTIONS
CAN BE DIRECTED TO:

HI DOD Public Affairs
3949 Diamond Head Road
Honolulu Hawaii 96813
808-733-4258
charles.anthony@us.af.mil
jeffrey.d.hickman4.mil@mail.mil

Office of Information and Privacy

NGB FOIA Office (NGB/JA-OIP)
ATTN: ANG FOIA Request
111 South George Mason Drive, AH2
Arlington, VA 22204-1373
ngb.foia@mail.mil

To inquire on the status of your request, you may contact the NGB FOIA Office
at (844) 573-2939 or e-mail ngb.foia@mail.mil

For more information: <http://www.nationalguard.mil/Resources/FOIA.aspx>

HAWAII AIR NATIONAL GUARD LIAISON FOR FOIA QUESTIONS:

POINT OF CONTACT FOR NGB FOIA OFFICE INQUIRIES:

Jennifer Nikolaisen, GS-14, CIPP/G
Chief, Office of Information and Privacy
Phone: (703) 601-6884
Email: 154WGKOMFunctional@us.af.mil

Department of Hawaiian Home Lands

To make a Uniform Information Practices Act (UIPA) request, please

email: dhhl.icro@hawaii.gov

The Request (requirements)

1. Must be in writing
2. Have sufficient contact information for the agency to correspond with you
3. Provide a reasonable description of the requested record
4. State how you would like to receive the record (*e.g. pick up copy, mail, e-mail, etc.*)

You may use the State of Hawai'i Office of Information Practices' form to submit your request: [Request to access a government record](#)

The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes ("UIPA"), is Hawaii's public records law. The Office of Information Practices ("OIP") was created by the Legislature in 1988 to administer the UIPA.

Contact information:

Email: dhhl.icro@hawaii.gov

Phone: (808) 620-9590

Department of Health

UIPA REQUEST

The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes (UIPA), is Hawaii's public records law. The [Office of Information Practices](#) (OIP) was created by the Legislature in 1988 to administer the UIPA.

To make a Uniformed Information Practices Act (UIPA) request to the Department of Health for public records:

The Request (requirements)

1. Must be in writing
2. Have sufficient contact information for the agency to correspond with you
3. Provide a reasonable description of the requested record
4. State how you would like to receive the record (For example: pick up copy, mail, e-mail, etc.)

You may use the State of Hawai'i Office of Information Practices' form to submit your request: [Request to access a government record](#). The completed form may be

submitted to the following programs to request their public health records. Check the list below for the contact information for specific Department of Health Programs.

Contact Information for UIPA Requests:

Department of Health Director's Office

Email: webmail@doh.hawaii.gov

Call: (808)586-4400

Address: 1250 Punchbowl Street, Room 325, Honolulu, HI 96813

Disability and Communication Access Board

Email: dcab@doh.hawaii.gov

Call: (808)586-8121

Address: 1010 Richards Street, 118, Honolulu, HI 96813

Office of Environmental Quality Control

Email: oeqchawaii@doh.hawaii.gov

Call: (808)586-4185

Address: 235 S. Beretania Street, Suite 702, Honolulu, HI 96813

Executive Office on Aging

Email: eoaa@doh.hawaii.gov

Call: (808)586-0100

Address: 250 South Hotel Street, Suite 406, Honolulu, HI 96813

Office of Language Access

Email: ola@doh.hawaii.gov

Call: (808)586-8730

Address: 830 Punchbowl Street, Room 322, Honolulu, HI 96813

Hawaii State Council on Developmental Disabilities

Email: hiscdd@doh.hawaii.gov

Call: (808)586-8100

Address: 1010 Richards Street, Room 122, Honolulu, HI 96813

State Health Planning and Development Agency

Email: SHPDA@doh.hawaii.gov

Call: (808)587-0788

Address: 1177 Alakea Street Room 402, Honolulu, HI 96813

To make a UIPA request for public records for the **Deputy Director of Health,**

Administrative Offices, contact:

- **Kauai District Health Office**

Email: jackie.teves@doh.hawaii.gov

Phone: (808) 241-3409

Address: 3040 Umi Street, Lihue, HI 96766

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Environmental Health Records

Clean Water: gary.ueunten@doh.hawaii.gov

Sanitation: darren.tamekazu@doh.hawaii.gov

Vector Control: samuel.shirai@doh.hawaii.gov

Waste Water: lori.vetter@doh.hawaii.gov

Phone: (808) 241-3323

Address: 3040 Umi Street, Lihue, HI 96766

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- **Hawaii District Health Office**

Email: carlisle.kaae@doh.hawaii.gov

Phone: (808) 974-6004

Address: P.O. Box 916 Hilo, HI 96721-0916

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- **Maui District Health Office**

Email: brian.takahashi@doh.hawaii.gov

Phone: (808) 984-8208

Address: 54 High Street, Room 301, Wailuku, HI 96793

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Environmental Protection and Health Services

Email: patricia.kitkowski@doh.hawaii.gov

Phone: (808) 984-8230

Address: 54 High Street, Room 301, Wailuku, HI 96793

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Public Health Nursing Program

Email: jayme.tamaki@doh.hawaii.gov

Phone: (808) 984-8260

Address: 54 High Street, Room 301, Wailuku, HI 96793

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Family Health Services Section

Email: jeny.bissell@doh.hawaii.gov

Phone: (808) 984-2130

Address: 54 High Street, Room 301, Wailuku, HI 96793

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Case Management and Information Services

Email: kathy.coil@doh.hawaii.gov
Phone: (808) 243-4625
Address: 54 High Street, Room 301, Wailuku, HI 96793

• **Administrative Services Office**

Email: andrea.takemoto@doh.hawaii.gov
Phone: (808) 586-4553
Address: 1250 Punchbowl Street, #310, Honolulu, HI 96813

• **Office of Health Status Monitoring**

Email: None
Phone: (808) 586-4600
Address: 1250 Punchbowl Street, #123, Honolulu, HI 96813

• **Health Information Systems Office**

Email: hisoclerk@doh.hawaii.gov
Phone: (808) 586-4450
Address: 1250 Punchbowl Street, HISO 2, Honolulu, HI 96813

• **Office of Planning, Policy and Program Development**

Email: lorrin.kim@doh.hawaii.gov
Phone: (808) 586-4188
Address: 1250 Punchbowl Street, Room 120, Honolulu, HI 96813

• **Human Resources Office**

Email: kainani.quiacusan@doh.hawaii.gov
Phone: (808) 586-4522
Address: 1250 Punchbowl Street, Room 313, Honolulu, HI 96813

To make a UIPA request for public records for **environmental health programs** contact:

• **Clean Air Branch** (records related to air monitoring, emissions, permits etc.)

Email: cab@doh.hawaii.gov

Call: (808) 586-4200

Address: 919 Ala Moana Boulevard, Room 203, Honolulu, HI 96814 until Dec. 1, 2017

After Dec. 4, 2017: 2827 Waimano Home Road, Room 130, Pearl City, HI 96782

- **Wastewater Branch** (records related to wastewater systems)
 Email: wwb@doh.hawaii.gov
 Call: (808) 586-4294
 Address: 919 Ala Moana Blvd., Room 309, Honolulu, HI 96814
- **Vector Control Branch** (inspection reports, letters, surveillance data etc.):
 Email: Gracelda.simmons@doh.hawaii.gov
 Call: Grace Simmons at (808) 586-4590
 Address: Environmental Health Services Division, Vector Control Branch
 99-945 Halawa Valley Street, Aiea, Hawaii 96701
- **Environmental Planning Office** (EPO responses to draft land use environmental assessment under HRS Chapter 343):
 Email: DOH.EPO@doh.hawaii.gov
 Phone: (808) 586-4337
 Mail: 919 Ala Moana Blvd #312, Honolulu, HI 96814 until Dec. 31, 2017
 On Jan. 1, 2018: 2827 Waimano Home Road #109, Pearl City, HI 96782
- **Hazard Evaluation and Emergency Response Office (HEER)**
 To make a Uniform Information Practices Act (UIPA) request for site specific records pertaining to oil/hazardous material spills or properties with known or suspected contamination under the oversight of HEER, go to <http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/public-records>
 HEER Office Public Records Contact:
 Email: MaeRose.Domingo@doh.hawaii.gov
 Call: (808) 586-4249
 Address: 2385 Waimano Home Road, Building 4 Pearl City, HI 96782
 Website: <http://eha-web.doh.hawaii.gov/eha-cma/Leaders/HEER/public-records> for request forms and our **HEER Facility/Site Quick Lookup Spreadsheets** to help you find the **Facility Site Name** or **Case Number** to quickly identify the particular site or spill of interest to you.
- **Solid & Hazardous Waste Branch**
 Email: amy.liana@doh.hawaii.gov
 Call: (808) 586-4226
 Address: 919 Ala Moana Blvd., Room 212, Honolulu, HI 96814
 To make a UIPA request for public records related **Health Resource Administration programs** such as Communicable Disease and Public Health Nursing, Emergency Medical Services, Family Health Services, or health care facility licensing or inspection records contact:

- **Chronic Disease Prevention and Health Promotion Division**
 Email: DOH.healthyhawaii@doh.hawaii.gov
 Call: (808) 586-4444
 Address: 1250 Punchbowl Street, Room 422, Honolulu, Hawaii 96813
- **Communicable Disease and Public Health Nursing Division**
 Email: shelly.roberts@doh.hawaii.gov
 Call: (808) 586-4580
 Address: 1250 Punchbowl Street, Room 423, Honolulu, HI 96813
- **Disease Outbreak Control Division**
 Email: john.istvan@doh.hawaii.gov
 Call: (808) 587-6592
 Address: 1250 Punchbowl Street, 4th Floor, Honolulu, Hawaii 96813
- **Emergency Medical Services and Injury Prevention System Branch**
 Email: EMSIPSB@doh.hawaii.gov
 Call: (808) 733-9210
 Address: 3675 Kilauea Avenue, Leahi Hospital – Trotter Building, Honolulu, HI 96816
- **Family Health Services Division**
 Email: doh.fhsdsec@doh.hawaii.gov
 Call: (808) 586-4122
 Address: 1250 Punchbowl Street, Rm 216, Honolulu, HI 96813
- **Office of Health Care Assurance**
 Email: OHCAMail@doh.hawaii.gov
 Call: (808) 692-7227
 Address: 601 Kamokila Boulevard, Room 337, Kapolei, HI 96707
 To make a UIPA request for public records related **behavioral health programs**, mental health programs, developmental disabilities services, or substance abuse treatment, contact:
- **Alcohol and Drug Abuse Division**
 Email: angela.bolan@doh.hawaii.gov
 Phone: (808) 692-7518
 Address: 601 Kamokila Boulevard, Room 360, Kapolei, HI 96707
- **Adult Mental Health Division**
 Email: amy.yamaguchi@doh.hawaii.gov
 Phone: (808) 586-4681
 Address: 1250 Punchbowl Street, Room 256, Honolulu, HI 96813

- **Child & Adolescent Mental Health Division**

Email: janet.ledoux@doh.hawaii.gov

Phone: (808) 733-4198

Address: 3627 Kilauea Avenue, Room #101, Honolulu, HI 96816

- **Developmental Disabilities Division**

Email: karen.zane@doh.hawaii.gov

Phone: (808) 586-5842

Address: 1250 Punchbowl Street, Room #463, Honolulu, HI 96813

[Department of Human Resources Development](#)

[Home](#) » UIPA

UIPA

Point of Contact:

Ryker Wada, UIPA Coordinator

Mary Calderon, UIPA Request Recipient

Email Address:

DHRD@hawaii.gov

Mailing Address:

State of Hawaii – Department of Human Resources Development

235 South Beretania Street Room 1400

Honolulu, Hawaii 96813

[Department of Human Services](#)

Public Information & Communications Officer & UIPA Contact – Keopu Reelitz

(808) 586-4892

[Department of Labor and Industrial Relations](#)

DIRECTOR'S OFFICE (Requests for public records and information)

(808) 586-8844 dliir.director@hawaii.gov

[Department of Land and Natural Resources](#)

REQUEST FOR GOVERNMENT RECORD

Please download the form

[Request for Government Record](#)

(Note: The form is in Microsoft Word format) and submit via email to: dlnr.uipa@hawaii.gov or for hand-in, mail-in or fax-in requests:

Department of Land & Natural Resources
Administrative Proceedings Office
1151 Punchbowl Street, Room 130
Honolulu, Hawaii 96813
Fax 808-587-0390

[Department of Public Safety](#)

OFFICE OF THE DIRECTOR Deputy Directors for Administration, Corrections & Law Enforcement Uniform Information Practice Act (UIPA) requests	Phone: (808) 587-1288 Fax: (808) 587-1282 E-mail: psd.office.of.the.director@hawaii.gov Mail: 919 Ala Moana Boulevard, 4th Floor Honolulu, HI 96814
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[Department of Taxation](#)

Public Records Requests

To request public records under the Uniform Information Practices Act, please submit your request in writing by email to Tax.UIPA@hawaii.gov or by mail at Department of Taxation, Director's Office, 830 Punchbowl Street, Rm 221, Honolulu HI 96813. Please provide sufficient contact information for us to contact you, a detailed description of the requested record, and state how you would like to receive the record (e.g. pick up copy, mail, or email).

[Department of Transportation](#)

UNIFORM INFORMATION PRACTICES ACT (UIPA) Requests and Inquiries Fax Room 509 Email Address	(808) 587-2150 (808) 587-2313 dotpao@hawaii.gov
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AGENCIES

[Hawaii Public Housing Authority](#)

Contact Information (for all inquiries including requests for public records)

Hawaii Public Housing Authority, 1002 N. School Street, Honolulu, Hawaii 96817

Phone (808) 832-4692 Fax: (808) 832-4679 Email: hpha@hawaii.gov

For requests for public records, please send your request Attn: Planning Office

[Hawaii State Energy Office \(DBEDT\)](#)

To make a Uniform Information Practices Act (UIPA) request, please

email dbedt.hseo.uipa@hawaii.gov

The Request (requirements)

1. Must be in writing
2. Have sufficient contact information for the agency to correspond with you
3. Provide a reasonable description of the requested record
4. State how you would like to receive the record (e.g. pick up copy, mail, e-mail, etc.)

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The [Uniform Information Practices Act](#) (Modified), chapter 92F, Hawaii Revised Statutes ("UIPA"), is Hawaii's public records law. The Office of Information Practices ("OIP") was created by the Legislature in 1988 to administer the UIPA.

Contact information:

Email: dbedt.hseo.uipa@hawaii.gov

Call: (808) 587-3807

Address: 235 S. Beretania, Rm. 502, Honolulu, HI 96813

[Hawaii Tourism Authority](#)

UIPA request: To make a Uniform Information Practices Act (UIPA) request, please email UIPA@gohta.net. The Request (requirements) must be in writing, have sufficient contact information for the agency to correspond with you, provide a reasonable description of the requested record, and state how you would like to receive the record (e.g. pick up copy, mail, e-mail, etc.). You may use the State of Hawaii's Office of Information Practices' form to submit your request: [Request to access a government record](#)

[Public Utilities Commission](#)

OPEN RECORDS REQUEST

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Open records requests to the PUC may be submitted to the contact information below. Please attach the **PUC Document Request Form** to expedite processing of request.

Public Utilities Commission
465 South King Street, #103
Honolulu, Hawaii 96813
puc@hawaii.gov