



Florida Department of Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary

To: All DEP Employees

From: Larry Morgan, Chief Deputy General Counsel
Office of General Counsel

A handwritten signature in black ink, appearing to be 'LM', located to the right of the 'From:' field.

Date: April 21, 2010

Subject: Final Agency Actions

OGC has recently switched to a new Official Reporter at a significant cost savings to the Department. There is a mandatory requirement that all final agency documents (consent orders/final orders) be submitted in a **non-secured, searchable format**.

Effective immediately, all Final Agency Action documents sent to the Agency Clerk in the Office of General Counsel must be submitted in a **non-secured, searchable format**.

Although some of you secure your documents to protect the signature, DEP has posted non-secured Final Orders on the internet since 1998 and no signature has ever been compromised (including the Secretary of the Department). Unsigned copies of these documents are unacceptable. **OGC must receive a fully executed copy with all exhibits attached.**

Thank you for your help in this matter as we make this transition. Please contact Lea Crandall at (850) 245-2212 if you have any questions or problems submitting the documents in a non-secured, searchable format.