**Section 2701.24 Inspection of Public Records**

All public records in the OPC's custody will be made available for inspection during normal office hours. The OPC will cooperate with the requester in arranging for the inspection to take place in either the OPC's Chicago office or the OPC's Springfield office. OPC employees may be present throughout the inspection. A requester may be prohibited from bringing brief cases, folders, and the like into the inspection room. During the inspection, the requester should identify the documents that he or she wants copied. All copying will be done by OPC employees or by the OPC's designees.