Viewing EHD Records Online

To view EHD records online, begin by clicking on the orange "Online EHD Program Records" link.

Viewing EHD Records Online

On the following page, click on "EHD Program Facility Records by Street Name."

Viewing EHD Records Online

The next page should have folders named from A-Z. EHD records are filed by street name, then by street number. Click on a letter to find the street name and then the site number for the address you are looking for. Any records available for that address will be in a folder named with the program type.

Viewing EHD Records Online

For example, if you wanted to look up information regarding the food program at Lodi High School located at 3 Pacific Avenue, click on the "P" folder. The next page will show all the street names beginning with the letter "P". Click on the "PACIFIC" folder.

Environmental Health Department

Viewing EHD Records Online

At the next page, scroll down to the "3" folder and click on it.
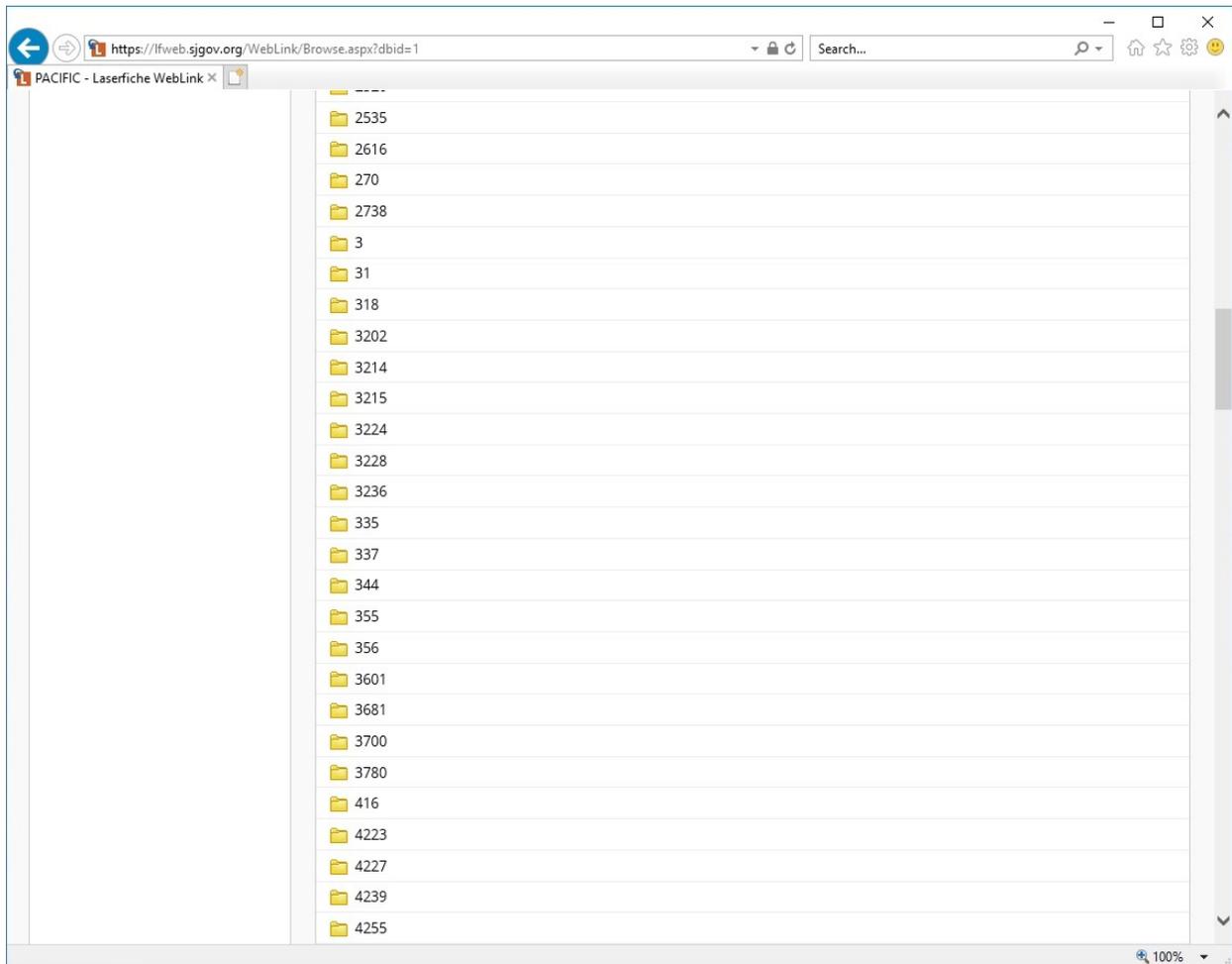
Viewing EHD Records Online

The next page shows the program records that are available online. To view the food program files, click on the "1600 – Food Program" folder.

Environmental Health Department

<u>Viewing EHD Records Online</u>

The "PR0160228" folder contains the general program records for the food program and the two records beginning with "CO" are two food related complaints for Lodi High School. Click on the links to view the files.

If a folder is opened and the following page indicates "No entries" that means that a record exists, but they have not been scanned into the system yet. To view those files, please complete and submit the Public Records Release Application. When the application is processed and the files made public, you will be notified that they are available.