

# City of Philadelphia

## Philadelphia Information Locator Service

**Population:**

1,573,916 (No. 6)

**Govt Employees:**

25,000

**Address:**

City Hall  
Room 156  
Philadelphia, PA 19107

**Phone:**

(215) 686-2262

**Email:**

[records.info@phila.gov](mailto:records.info@phila.gov)

**Capabilities Statement:**

[Link](#)

**Cage Code:**

644Y5

**UEI Number:**

CRZ1A1JTLQB6

**DUNS#**

12-474-2474

**Site:**

<https://www.phila.gov/departments/information-locator-service/>

**Mission:**

Helping users of City government information determine what information is available on a particular topic or from a particular source.

The Philadelphia City Archives preserves historical City records and provides access to the public. The Archives were established in 1952 under the Philadelphia Home Rule Charter.

**Contacts and Stakeholders Information:**

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**Actsoft Workforce Manager for Gov:**

- DHS signed the Authority to Operate (ATO) on Sept 12, 2024
- FPS completed their internal ATO in June 2025
- WFM for Gov passed three (3) Third Party Assessor Organizations (3PAO) Audits, the Initial Audit and two Annual Audits
- WFM for Gov is GovRAMP Authorized