

**RHODE ISLAND GOVERNMENT REGISTER
PUBLIC NOTICE OF PROPOSED RULEMAKING**

DEPARTMENT OF STATE

Title of Rule: Records Management

Rule Identifier: 100-RICR-40-05-1

Rulemaking Action: Proposed Amendment

Important Dates:

Date of Public Notice: October 25, 2022

End of Public Comment: November 24, 2022

Rulemaking Authority:

R.I. Gen. Laws § 38-3-1 et seq.

R.I. Gen. Laws Title 38

Summary of Rulemaking Action:

The Department of State proposes to amend “Records Management” to update language, definitions, and processes to improve clarity. The proposed amendments do not change the responsibilities of Agency Records Officers or revise the processes for drafting records retention schedules, storage and disposition of records, records maintenance, or standards required for digitization and scanning of public records.

Additional Information and Public Comments:

All interested parties are invited to request additional information or submit written or oral comments concerning the proposed amendment until November 24, 2022 by contacting the appropriate party at the address listed below:

Ashley Selima
Department of State
33 Broad Street
Providence, RI 02903
aselima@sos.ri.gov

In accordance with R.I. Gen. Laws § 42-35-2.8, an oral hearing will be granted if requested by twenty-five (25) persons, by a governmental agency or by an association having at least twenty-five (25) members. A request for an oral hearing must be made within ten (10) days of the publication of this notice.

Regulatory Analysis Summary and Supporting Documentation:

The proposed amendment will have little to no impact on small business. The requirements in this proposed amendment do not differ monetarily from the requirements in the currently effective regulations concerning public records administration. The proposed amendment clarifies public records definitions in line with the recent revision to R.I. Gen. Laws Chapter 42-8.1 in 2022.

For full regulatory analysis or supporting documentation contact the agency staffperson listed above.