

CHAPTER 145.

[H. B. 556.]

DISPOSITION OF OBSOLETE PUBLIC RECORDS.

AN ACT relating to disposition of obsolete public records and papers, amending section 40.12.010, 40.12.040, 40.12.050, 40.12.060, 40.12.080, R.C.W., and adding thereto a new section to be known as section 40.12.110, R.C.W.

Be it enacted by the Legislature of the State of Washington:

Amendment. SECTION 1. Section 40.12.010, R.C.W., as derived from section 1, chapter 109, Laws of 1941, is amended to read as follows:

Destruction by director upon written authority of committee. The director of public institutions, hereinafter referred to as the director, shall cause to be destroyed such public records as shall be determined to be of no further value either for administrative or historical purposes when authorized in writing by committee hereinafter created.

[Am. Rem. Supp. 1941, § 10964-20.]

Amendment. SEC. 2. Section 40.12.040, R.C.W., as derived from section 3, chapter 109, Laws of 1941, is amended to read as follows:

Committee created. A committee composed of the director of budget, the state auditor, the secretary of state, the attorney general, the state librarian and a representative of the history department of the University of Washington, to be designated by the president thereof, hereinafter referred to as the committee, is hereby created. It shall determine what records shall be authorized to be destroyed. Authorization shall be by majority vote of the committee entered upon an authenticated list of records authorized to be destroyed. A copy of such authorization, accompanied by the authenticated list, shall be filed as a public record in the office of the secretary of state.

Duty. Authorization.

[Am. Rem. Supp. 1941, § 10964-22.]

Amendment. SEC. 3. Section 40.12.050, R.C.W., as derived from section 4, chapter 109, Laws of 1941, is amended to read as follows:

For the purposes of this act, public records are defined and classified as follows:

Public records classified.

(a) Official public records, to include all original vouchers, receipts and other documents necessary to isolate and prove the validity of every transaction relating to the receipt, use and disposition of all public property and public income from all sources whatsoever; agreements and contracts to which the state of Washington or any office, department or agency is a party; fidelity, surety and performance bonds; claims filed against the state of Washington or any agency thereof; records or documents required by law to be filed with, or kept by any agency; other documents or records determined by the committee, herein created, to be official public records: *Provided*, That in no instance shall such official public records be destroyed until they are either photographed, microphotographed, photostated, reproduced on film, or are ten years old.

Official public records.

May be destroyed, when.

(b) Office files and memoranda, to include all records, correspondence, exhibits, books, booklets, drawings, maps or documents not defined and classified as official public records above; duplicate copies of official public records filed with any state agency; documents and reports made for the internal administration of the office to which they pertain but not required by law to be filed or kept by such agency; documents or records determined by the committee to be office files or memoranda.

Office files and memoranda.

Upon written request of the executive officer of any department, commission or other agency of the state government the committee shall determine and fix the period of time that any office file or memorandum shall be preserved and may authorize such officer to destroy said office files or memoranda or make such other disposition thereof as the committee shall direct, at the expiration of such period of time.

Same; committee to fix period of preservation.

[Am. Rem. Supp. 1941, § 10964-23.]

Amendment. SEC. 4. Section 40.12.060, R.C.W., as derived from section 5, chapter 109, Laws of 1941, is amended to read as follows:

Traveling expenses. Members of the committee shall serve without additional salary but shall be entitled to actual traveling expense incurred incident to their services which shall be paid from appropriation made for the operation of capitol buildings and grounds.

[Am. Rem. Supp. 1941, § 10964-24.]

Amendment. SEC. 5. Section 40.12.080, R.C.W., as derived from section 8, chapter 109, Laws of 1941, is amended to read as follows:

County and city records. May be destroyed, when. In order to provide available space for the filing and storage of current county and city records, the various county auditors and city clerks in the state may, under the provisions set forth herein, destroy the following old records: warrants, vouchers, tax and other miscellaneous receipts, tax rolls and tax roll accounts, or any other old records that may be approved for destruction in writing, by the state auditor, through the division of municipal corporations: *Provided*, That in no instance shall such records be destroyed until they are either photographed, microphotographed, photostated or reproduced on film as provided in chapter 40.20, R.C.W., or are ten years old.

[Am. Rem. Supp. 1941, § 10964-27.]

[Ch. 40.20 R.C.W. is derived from secs. 1-3 incl., ch. 223, L. '49, Rem. Supp. 1949, §§ 1257-4 to 1257-6 incl.]

New section. SEC. 6. There is hereby added a new section to be known as section 40.12.110, as follows:

No repeals intended. The provisions of this act shall not be construed as repealing or modifying any other acts or parts of other acts authorizing the destruction of public records.

Passed the House March 2, 1951.

Passed the Senate March 6, 1951.

Approved by the Governor March 15, 1951.