

Mississippi Secretary of State
700 North Street P. O. Box 136, Jackson, MS 39205-0136

ADMINISTRATIVE PROCEDURES NOTICE FILING

AGENCY NAME Mississippi Department of Archives & History (MDAH)		CONTACT PERSON Jessica Kelly	TELEPHONE NUMBER 601.576.6865	
ADDRESS 200 North Street		CITY Jackson	STATE MS	ZIP 39201
EMAIL jkelly@mdah.state.ms.us	SUBMIT DATE 05/02/13	Name or number of rule(s): Part 2 Chapter 6: Policy for Reading Room Access and Reference Services Part 2 Chapter 11: Policy on Reformatting Public Records of Archival or Enduring Value		

Short explanation of rule/amendment/repeal and reason(s) for proposing rule/amendment/repeal: **New Rule:** (Part 2 Ch. 11) MDAH maintains a list of standards required for the reproduction of public records when using digital imaging and microfilming systems. By setting these standards, MDAH seeks to ensure that public records maintained only in microform or digital image formats will remain accessible to the public or custodian for the full period that the records must be retained. **Amended:** (Part 2 Ch. 6) Update of materials allowed in the reading rooms and duplication request mailing expense.

Specific legal authority authorizing the promulgation of rule: §§ 25-59-1, 25-59-3, 25-59-9, 25-59-29, 25-60-1, and 39-3-1

List all rules repealed, amended, or suspended by the proposed rule: **New Rule:** Part 2 Chapter 11: Policy on Reformatting Public Records of Archival and Enduring Value. **Amended:** Part 2 Chapter 6: Policy for Reading Room Access and Reference Services.

ORAL PROCEEDING:

- An oral proceeding is scheduled for this rule on Date: _____ Time: _____ Place: _____
- Presently, an oral proceeding is not scheduled on this rule.

If an oral proceeding is not scheduled, an oral proceeding must be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) or more persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address, email address, and telephone number of the person(s) making the request; and, if you are an agent or attorney, the name, address, email address, and telephone number of the party or parties you represent. At any time within the twenty-five (25) day public comment period, written submissions including arguments, data, and views on the proposed rule/amendment/repeal may be submitted to the filing agency.

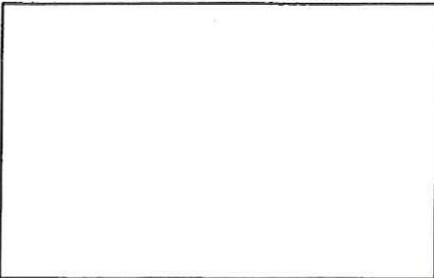
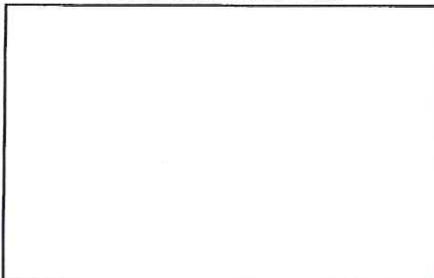
ECONOMIC IMPACT STATEMENT:

- Economic impact statement not required for this rule. Concise summary of economic impact statement attached.

TEMPORARY RULES	PROPOSED ACTION ON RULES	FINAL ACTION ON RULES
_____ Original filing _____ Renewal of effectiveness To be in effect in _____ days Effective date: _____ Immediately upon filing _____ Other (specify): _____	Action proposed: <input checked="" type="checkbox"/> New rule(s) <input checked="" type="checkbox"/> Amendment to existing rule(s) _____ Repeal of existing rule(s) _____ Adoption by reference Proposed final effective date: <input checked="" type="checkbox"/> 30 days after filing _____ Other (specify): _____	Date Proposed Rule Filed: Action taken: <input checked="" type="checkbox"/> Adopted with no changes in text _____ Adopted with changes _____ Adopted by reference _____ Withdrawn _____ Repeal adopted as proposed Effective date: _____ 30 days after filing <input checked="" type="checkbox"/> Other (specify): _____

Printed name and Title of person authorized to file rules: Jessica Kelly, Personnel Officer

Signature of person authorized to file rules: Jessica Kelly

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Accepted for filing by	Accepted for filing by <u>Jessica Kelly</u>	Accepted for filing by

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.