

29
SECRETARY OF STATE
2020 - 2021 Regulatory Agenda

29-250: Bureau of Motor Vehicles
94-591: Motor Carrier Review Board
29-250: Bureau of Corporations, Elections and Commissions
29-255: Maine State Archives

AGENCY UMBRELLA-UNIT NUMBER: **29-250**

AGENCY NAME: Department of Secretary of State, **Bureau of Motor Vehicles**

CONTACT PERSON: **Leslie Soares**, Bureau of Motor Vehicles, 29 State House Station, Augusta, Maine 04333-0029. Tel: (207) 624-9023. Email: Leslie.Soares@Maine.gov .

EMERGENCY RULES ADOPTED SINCE THE LAST REGULATORY AGENDA: None

EXPECTED 2020-2021 RULEMAKING ACTIVITY:

CHAPTER 2: Rules for Administrative Hearings

STATUTORY AUTHORITY: 29-A M.R.S., Section 153

PURPOSE: These rules describe the conduct of civil administrative hearings held by the Bureau of Motor Vehicles to deny, suspend, revoke, probate or otherwise modify a license, registration certificate or plate, motor vehicle driver's license, permit, certificate of title, operating authority, license or fuel use identification decal.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect holders of all types of driver's licenses, motor vehicle owners and registrants, and consumers in the commercial vehicle industry.

CHAPTER 3: Physical, Emotional and Mental Competence to Operate a Motor Vehicle

STATUTORY AUTHORITY: 29-A M.R.S., Section 153

PURPOSE: These rules describe the standards to be used by the Secretary of State in determining physical, emotional, and mental competence of a person to operate a motor vehicle. These rules which were adopted pursuant to 29-A M.R.S.A., Section 153, may be amended based on recommendations from the Medical Advisory Board to the Secretary of State.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect all license applicants and anyone holding a motor vehicle license.

CHAPTER 4: Driver License Examination Rules

STATUTORY AUTHORITY: 29-A M.R.S., Section 153

PURPOSE: These rules describe the components of the examination used by the Secretary of State to determine a person's qualifications to obtain a license to operate a motor vehicle.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect all driver license applicants.

CHAPTER 6: Rules for the Suspension of Commercial Driver Licenses

STATUTORY AUTHORITY: 29-A M.R.S., Section 153

PURPOSE: These rules implement the provisions of the federal Commercial Motor Vehicle Safety Act of 1986, the Motor Carrier Safety Improvement Act of 1999 and provisions of other federal rules related to the disqualification of persons from operating commercial vehicles and establish suspension requirements for commercial motor vehicle operators. This rule may be amended to incorporate federal rule changes.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect all commercial driver applicants and anyone holding a commercial learner's permit or driver's license.

CHAPTER 8: Rules for Ignition Interlock Devices

STATUTORY AUTHORITY: 29-A M.R.S., Section 153

PURPOSE: This rule may be amended or repealed and replaced to implement the provisions of 29-A M.R.S. §2508. The rule establishes testing, certification and installation requirements for ignition interlock devices and sets out the conditions for the early restoration of driver's licenses for persons convicted of OUI.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect manufacturers and installers of ignition interlock devices and all OUI offenders.

CHAPTER 9: Rules Governing Driver Education

STATUTORY AUTHORITY: Title 29-A Subsection 1354

PURPOSE: To

1. Establish the minimum qualifications, license standards, and procedures for the licensing of driver education schools and instructors.
2. Implement a standardize driver education curriculum based on best practices.

ANTICIPATED SCHEDULE: prior to October 1, 2021.

AFFECTED PARTIES: Driver Education Schools and Instructors

CHAPTER 10: Rules Implementing the *Federal Driver's Privacy Protection Act*

STATUTORY AUTHORITY: 29-A M.R.S., Section 153 and 29-A M.R.S., Section 256

PURPOSE: These rules establish the procedures for the disclosure of personal information in motor vehicle records in accordance with state and federal law and establish rules for the use of facial recognition technology.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect BMV, Law enforcement agencies and the providers and recipients of information contained in motor vehicle records.

CHAPTER 11: Rules Governing Motorcycle Rider Education

STATUTORY AUTHORITY: Title 29-A Subsection 1352

PURPOSE: To establish minimum qualification standards, requirements and application procedures for licensing motorcycle rider education schools and instructors. Inspect and monitor motorcycle rider education programs, and site requirements, to assure the Secretary of State established standards are met and maintained.

ANTICIPATED SCHEDULE: prior to October 1, 2021.

AFFECTED PARTIES: Motorcycle Rider Education Schools and Instructors

CHAPTER 100: Establishment of Renewal Agent Service Fees *(for the Renewal of Digital Operator's Licenses)*

STATUTORY AUTHORITY: 29-A M.R.S., Sections 153 and 202

PURPOSE: This rule authorizes the Secretary of State to establish a service fee that may be charged and retained by certain appointed agents who issue non-commercial driver's license renewals and duplicates and non-driver identification card renewals and duplicates.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: These rules affect those authorized agents of the Secretary of State that issue only non-commercial driver's license renewals and duplicates and non-driver identification card renewals and duplicate.

CHAPTER 102: Rules governing Title to Motor Vehicles

STATUTORY AUTHORITY: Title 29-A Chapter 7 subchapter 1 through 4

PURPOSE: To establish application procedures and guidelines for the determination of type of ownership when application for title, or duplicate title is made by two or more persons; requirements for transfer of title when the original, or duplicate title was issued in common, or joint ownership; procedures for transfer of title upon the death of the owner of a titled vehicle when there is a surviving spouse, when the original title was issued in joint ownership and when the title was issued in common ownership; procedures for the issuance of titles for abandoned, or unclaimed vehicles; and procedures for the withdrawal of an application for certificate of title.

ANTICIPATED SCHEDULE; prior to October 1, 2021.

AFFECTED PARTIES; Motor Vehicle owners requiring titles

CHAPTER 103: Rules for Vehicle Dealers, Auctions, Transporters, Recyclers, Mobile Crushers, and Loaners

STATUTORY AUTHORITY: Title 29-A Chapter 9, Subchapter 1 through 6

PURPOSE: Establish the requirements for licensing vehicle dealers, vehicle auctions, recyclers, mobile crushers, and receipt of their registration plates, and holders of loaner and transporter plates. Set forth required facilities, equipment, records, and application procedures. This rule will establish requirements for annexes and secondary locations.

ANTICIPATED SCHEDULE: prior to October 1, 2021.

AFFECTED PARTIES: All New and Used Vehicles Dealers, Vehicle Auctions, Transporters, Recyclers, Mobile Crushers, and Loaner Plate Holders.

CHAPTER 110: Non-Governmental Registration Agent and Resident Agent Requirements

STATUTORY AUTHORITY: 29-A MRSA, Section 204

PURPOSE: This rule establishes the requirements for non-governmental registration agents and resident agents; sets forth requirements for training, equipment and software, reporting, inventory control, audit, and suspension and hearings for registration agents.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Non-governmental registration agents.

CHAPTER 153: The Operation of Motor Intrastate Carriers of Passengers For-Hire

STATUTORY AUTHORITY: 29-A MRSA, Section 551

PURPOSE: This rule establishes requirements for the operation of motor carriers of passengers for-hire.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: For-Hire motor carriers of passengers and rental vehicles.

CHAPTER 155: Rules Governing Permits for Non-Divisible, Oversize and Overweight Combination Vehicles Engaged in Interstate Commerce

STATUTORY AUTHORITY: 29-A MRSA, Section 2382

PURPOSE: This rule sets forth the procedures for receiving applications and granting permits for the movement of oversize and/or overweight combination vehicles engaged in interstate travel on highways and bridges.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Transporters of oversize or overweight non-divisible loads.

CHAPTER 156: Fee Structure for Over Dimensional and Overweight Loads, Along With State Police Escort Fee

STATUTORY AUTHORITY: 29-A MRSA, Section 2382

PURPOSE: This rule establishes permit fees for overdimensional and overweight non-divisible loads.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Transporters of oversize or overweight non-divisible loads.

CHAPTER 157: The Administration of Over Dimension and Overweight Permits

STATUTORY AUTHORITY: 29-A MRSA, Section 2382

PURPOSE: This rule establishes requirements and standards for the permitting of non-divisible overdimensional and overweight vehicles and loads which are loads exceeding the size and weight limits.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Transporters of oversize or overweight non-divisible loads.

CHAPTER 159: Rules Governing the Administration of the Permanent, Semipermanent Semitrailer Registration Programs

STATUTORY AUTHORITY: 29-A MRSA, Section 512.

PURPOSE: This rule establishes procedures for the implementation of permanent, and semipermanent trailer registration programs.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Long term trailer registrants and agents.

CHAPTER 162: The Administration of the International Registration Plan

STATUTORY AUTHORITY: 29-A MRSA, Section 531

PURPOSE: This rule outlines the procedures and standards governing Maine's participation in the International Registration Plan.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Most owners of medium and heavy trucks operating in interstate and foreign commerce.

CHAPTER 164: The Administration of Overweight Oceangoing Containers (OGC) Permits

STATUTORY AUTHORITY: 29-A MRSA, Section 2382

PURPOSE: This rule outlines the procedures and standards allowing for the discretionary permitting of overweight oceangoing containers.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: OGC transporters.

CHAPTER 165: The Administration of the International Fuel Tax Agreement and the Intrastate Fuel Tax Program

STATUTORY AUTHORITY: 29-A MRSA, Section 525

PURPOSE: This rule outlines the procedures and standards for participation in the International Fuel Tax Agreement.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Motor carriers that are required to file motor fuel tax reports and obtain fuel decals.

CHAPTER 168: The Administration of USDOT Numbers for Certain Intrastate Motor Carriers

STATUTORY AUTHORITY: 29-A MRSA, Section 555-A

PURPOSE: This rule outlines the procedures and standards for the administration of United States Department of Transportation (USDOT) numbers to those qualifying intrastate motor carriers.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Intrastate motor carriers required to have USDOT numbers.

CHAPTER 169: The Administration of the Performance and Registration Information Systems Management (PRISM) Program

STATUTORY AUTHORITY: 29-A MRSA, Section 2458

PURPOSE: This rule implements the registration-related requirements of the Performance and Registration Information System and Management program.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Motor carriers which are calculated to be high risk, unsafe transport companies.

CHAPTER 170: Permitting Commercial Vehicles at Canadian Weight Limits to Travel From Designated Points at the Canadian Border to Baileyville, Madawaska, and Van Buren

STATUTORY AUTHORITY: 29-A MRSA, Section 2354-C

PURPOSE: This rule implements the Canadian Weight Limits program.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Motor carriers operating at the Canadian weight limits.

CHAPTER 171: The Administration of the Unified Carrier Registration Agreement

STATUTORY AUTHORITY: 29-A MRSA Section 551

PURPOSE: This rule outlines the procedures and standards governing Maine's participation in the Unified Carrier Registration Agreement.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Maine and certain Canadian interstate motor carriers.

AGENCY UMBRELLA-UNIT NUMBER: **94-591**

AGENCY NAME: **Motor Carrier Review Board** *(Repealed by legislative action)*

CONTACT PERSON: April Goodwin, Bureau of Motor Vehicles, 29 State House Station, Augusta, Maine 04333-0029. Tel: (207) 624-9063.

EMERGENCY RULES ADOPTED SINCE THE LAST REGULATORY AGENDA: None

EXPECTED 2020 - 2021 RULE-MAKING ACTIVITY:

CHAPTER 1: Bylaws of the Maine Motor Carrier Review Board (REPEAL)

STATUTORY AUTHORITY: 29-A MRSA, Section 562 – *Repealed by the 2nd regular session of the 129th legislature.*

PURPOSE: This rule contains the bylaws governing the internal management of the Maine Motor Carrier Review Board.

ANTICIPATED SCHEDULE: Prior to October 1, 2020.

AFFECTED PARTIES: Any carriers.

CHAPTER 2: The Process for the Selection and Review of Motor Carriers With Significant and Repeated Safety Violations (REPEAL)

STATUTORY AUTHORITY: 29-A MRSA, Section 562 *Repealed by the 2nd regular session of the 129th legislature.*

PURPOSE: This rule contains the selection process for motor carriers with significant safety violations, establishes threshold rating factors and the method and timing of carrier notification, and sets forth the process for the suspension of a motor carrier's privilege to operate a commercial motor vehicle in the State of Maine.

ANTICIPATED SCHEDULE: Prior to October 1, 2020.

AFFECTED PARTIES: All motor carriers having a violation history deemed to be serious enough to merit review and possible suspension.

CHAPTER 3: Hearing Procedures (REPEAL)

STATUTORY AUTHORITY: 29-A MRSA, Section 562 *Repealed by the 2nd regular session of the 129th legislature.*

PURPOSE: This rule sets forth the procedures to be followed by the Board when a hearing is conducted regarding a carrier's appeal from the suspension of its privilege to operate a commercial motor vehicle or a request for reinstatement of the privilege.

ANTICIPATED SCHEDULE: Prior to October 1, 2020.

AFFECTED PARTIES: All motor carriers which have a violation history deemed to be serious enough to merit review hearing.

AGENCY UMBRELLA-UNIT NUMBER: **29-250**

AGENCY NAME: Department of Secretary of State, **Bureau of Corporations, Elections and Commissions**

CONTACT PERSON: Julie L. Flynn, Deputy Secretary of State, 101 State House Station, Augusta, Maine 04333-0101. Telephone: (207) 624-7736. Email: Julie.Flynn@Maine.gov .

EXPECTED 2020-2021 RULEMAKING ACTIVITY:

CHAPTER 200: Rules for the Use of Expedited Service in Corporations

STATUTORY AUTHORITY: 10 MRSA §1527-B; 13-B MRSA §1402-A; 13-C MRSA §124; 31 MRSA §1457; 31 MRSA §1669; and 31 MRSA §813

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: All customers of the Division of Corporations.

CHAPTER 201: Rules for the Sale of Publications in Corporations

STATUTORY AUTHORITY: 10 MRSA §1527-D; 13 MRSA §905; 13-B MRSA §1405; 13-C MRSA §143; 31 MRSA §1459; 31 MRSA §1671; and 31 MRSA §815

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: All customers of the Division of Corporations.

CHAPTER 240: Rules for Limited Liability Partnerships under Title 31, Ch. 15

STATUTORY AUTHORITY: 31 MRSA §812

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for Limited Liability Partnerships.

CHAPTER 250: Rules for Business Corporations under Title 13-C

STATUTORY AUTHORITY: 13-C MRSA §141

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for business corporations.

CHAPTER 260: Rules for Nonprofit Corporations under Title 13-B

STATUTORY AUTHORITY: 13-B MRSA §1302-A

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for nonprofit corporations under Title 13-B.

CHAPTER 270: Rules for Limited Partnerships under Title 31, Ch. 19

STATUTORY AUTHORITY: 31 MRSA §1456

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for limited partnerships.

CHAPTER 280: Rules for Marks Registered under Title 10, Ch. 301-A

STATUTORY AUTHORITY: 10 MRSA §1527-A, sub-§1

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for a mark in the State of Maine.

CHAPTER 290: Rules for Limited Liability Companies under Title 31, Ch. 13

STATUTORY AUTHORITY: 31 MRSA §1668

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any customer of the Division of Corporations filing documents for limited liability companies.

CHAPTER 401: Administrative Rules for Uniform Commercial Code Title 11, Article 9-A

STATUTORY AUTHORITY: 11 MRSA §9-1526

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any interested person wishing to file UCC liens or requesting information on filed UCC liens.

CHAPTER 502: Rules Governing the Conduct and Procedures for Election Recounts

STATUTORY AUTHORITY: 21-A MRSA §737-A, sub-§12

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Candidates for offices in which a recount has been requested.

CHAPTER 505: Voter List Maintenance Procedures under Title 21-A

STATUTORY AUTHORITY: 21-A MRSA §161, sub-§2-A

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: All municipalities in the State of Maine as well as newly registered voters and registered voters who wish their names to be removed from their respective voter registration lists.

CHAPTER 510: Administrative Complaint Procedure for Title III of the *Help America Vote Act of 2002* (HAVA)

STATUTORY AUTHORITY: 21-A MRSA §222

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any person who believes that a violation of Title III of the *Help America Vote Act of 2002* (HAVA) has occurred, is occurring or is about to occur in a federal election.

CHAPTER 520: Rules Regarding Publication of Public Comments on Statewide Referenda

STATUTORY AUTHORITY: 1 MRSA §354

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any person or group who wishes to submit a public comment for or against a statewide referenda question for publication in the Citizen's Guide to the Referendum Election.

CHAPTER 525: Rules for Administering the Central Issuance and Processing of UOCAVA Absentee Ballots

STATUTORY AUTHORITY: 21-A MRSA §783

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Uniformed Service and Overseas voters ("UOCAVA" voters) who cast a ballot for a federal or state election.

CHAPTER 535: Rules Governing the Administration of Elections Determined by Ranked-choice Voting

STATUTORY AUTHORITY: 21-A MRSA §723-A, sub-§5-A

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Candidates seeking an office that is determined by Ranked-choice voting, municipal election officials and Maine voters.

CHAPTER 536: Rules Establishing Procedures for Requesting and Conducting Recounts of Elections Determined by Ranked-choice Voting

STATUTORY AUTHORITY: 21-A MRSA §723-A, sub-§5-A

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Candidates seeking a recount for an office that is determined by Ranked-choice voting.

CHAPTER 550: Rules for Determining Voter Intent

STATUTORY AUTHORITY: 21-A MRSA §696, sub-§6

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Municipal election officials who count ballots for statewide elections.

CHAPTER 700: Rules Governing Eligibility and Procedures for Appointment and Renewal of Commissions of Notaries Public

STATUTORY AUTHORITY: 5 MRSA §82, sub-§6

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Any person applying for a notary public commission or renewing a commission.

CHAPTER 800: Procedures for the Electronic Filing of Rules

STATUTORY AUTHORITY: 5 MRSA §8056, sub-§8

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: All rulemaking agencies.

CHAPTER 900: Administration of Address Confidentiality Program

STATUTORY AUTHORITY: 5 MRSA §90-B, sub-§8.

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: Victims of domestic abuse, sexual assault or stalking who wish to limit access to their addresses.

CHAPTER 950: Rules for Digital Signatures

STATUTORY AUTHORITY: 10 MRSA §9503

PURPOSE: The Secretary of State may find it necessary to update and clarify this rule during the next year.

ANTICIPATED SCHEDULE: Prior to October 1, 2021.

AFFECTED PARTIES: State agency customers desiring to file electronic transactions which require a digital signature.

AGENCY UMBRELLA-UNIT NUMBER: **29-255**

AGENCY NAME: Department of Secretary of State, **Maine State Archives**

AGENCY RULEMAKING LIAISON: **Tammy Marks**, 84 SHS, 230 State Street, Augusta, Maine 04333-0084, (207) 287-5799. Email: Tammy.Marks@Maine.gov .

EMERGENCY RULES ADOPTED SINCE THE LAST REGULATORY AGENDA: None

EXPECTED 2020-2021 RULEMAKING:

CHAPTER 1: State Agency Records Programs

STATUTORY BASIS: 5 MRSA §95

PURPOSE: This rule prescribes policies, standards, and procedures for the economical and efficient management of State records. The rule may be amended to comply with law and policy changes.

SCHEDULE FOR ADOPTION: Prior to October 2020

AFFECTED PARTIES: Municipal, state and county officials

CHAPTER 2: State Records Center Facilities and Services

STATUTORY BASIS: 5 MRSA §95

PURPOSE: This rule prescribes policies, standards, and procedures to govern the custody, use and withdrawal of agency records transferred to State Records Center facilities. The rule may be amended to comply with law and policy changes.

SCHEDULE FOR ADOPTION: Prior to October 2020

AFFECTED PARTIES: Municipal, state and county officials

CHAPTER 3: Imaging State Records

STATUTORY BASIS: 5 MRSA §95

PURPOSE: These rules provide (a) standards to be used by State agencies for imaging records; (b) criteria for using digital and microfilm copies; (c) standards for storing digital and microfilm copies of permanent records; and (d) information concerning digital and microfilm services available from the Maine State Archives. The rule may be amended to comply with law and policy changes.

SCHEDULE FOR ADOPTION: Prior to October 2020

AFFECTED PARTIES: Municipal, state and county officials

CHAPTER 4: Rules for the Public Use of Materials and Facilities in the Maine State Archives

STATUTORY BASIS: 5 MRSA §95

PURPOSE: This rule includes the policies and procedures governing the public use of agency records, archives, and deposited records in the custody of the Maine State Archives. This rule also prescribes policies and procedures governing the public use of certain facilities in the Maine State Archives. The rule may be amended to comply with law and policy changes.

SCHEDULE FOR ADOPTION: Prior to October 2020

AFFECTED PARTIES: All customers of the Maine State Archives