

NORTH CAROLINA GENERAL ASSEMBLY
1961 SESSION

CHAPTER 1041
SENATE BILL 210

1 AN ACT TO AMEND CHAPTER 132 OF THE GENERAL STATUTES TO CLARIFY THE
2 AUTHORITY OF THE STATE DEPARTMENT OF ARCHIVES AND HISTORY TO
3 CONDUCT A RECORDS MANAGEMENT AND PRESERVATION PROGRAM.
4

5 The General Assembly of North Carolina do enact:
6

7 **Section 1.** Chapter 132 of the General Statutes is hereby amended by adding two
8 new Sections immediately following G.S. 132-8 as the same appears in the 1959 Cumulative
9 Supplement to Volume 3B of the General Statutes, to be numbered G.S. 132-8.1 and
10 G.S. 132-8.2, and to read as follows:

11 "**G.S. 132-8.1.** A records management program for the application of efficient and economical
12 management methods to the creation, utilization, maintenance, retention, preservation, and
13 disposal of official records shall be administered by the State Department of Archives and
14 History. It shall be the duty of that Department, in cooperation with and with the approval of
15 the Department of Administration, to establish standards, procedures, and techniques for
16 effective management of public records to make continuing surveys of paper work operations,
17 and to recommend improvements in current records management practices including the use of
18 space, equipment, and supplies employed in creating maintaining, and servicing records. It
19 shall be the duty of the head of each State agency and the governing body of each county,
20 municipality and other subdivision of government to cooperate with the State Department of
21 Archives and History in conducting surveys and to establish and maintain an active, continuing
22 program for the economical and efficient management of the records of said agency, county,
23 municipality, or other subdivision of government.

24 "**G.S. 132-8.2.** In cooperation with the head of each State agency and the governing body of
25 each county, municipality, and other subdivision of government, the State Department of
26 Archives and History shall establish and maintain a program for the selection and preservation
27 of public records considered essential to the operation of government and to the protection of
28 the rights and interests of persons, and, within the limitations of funds available for the purpose,
29 shall make or cause to be made preservation duplicates or designate as preservation duplicates
30 existing copies of such essential public records. Preservation duplicates shall be durable,
31 accurate, complete, and clear, and such duplicates made by a photographic, photostatic,
32 microfilm, micro card, miniature photographic, or other process which accurately reproduces
33 and forms a durable medium for so reproducing the original shall have the same force and
34 effect for all purposes as the original record whether the original record is in existence or not. A
35 transcript, exemplification, or certified copy of such preservation duplicate shall be deemed for
36 all purposes to be a transcript, exemplification, or certified copy of the original record. Such
37 preservation duplicates shall be preserved in the place and manner of safekeeping prescribed by
38 the State Department of Archives and History."

39 **Sec. 2.** There is hereby appropriated to the State Department of Archives and
40 History from the General Fund of the State for the fiscal year 1961-1962 the sum of twenty
41 thousand dollars (\$20,000.00) and for the fiscal year 1962-1963 the sum of twenty thousand
42 dollars (\$20,000.00) to be used by said Department for the operation of records management
43 and records preservation programs as contemplated in Section 1 above.

1 **Sec. 3.** All laws and clauses of laws in conflict with this Act are hereby repealed.

2 **Sec. 4.** This Act shall be in full force and effect from and after its ratification.

3 In the General Assembly read three times and ratified, this the 19th day of June,

4 1961.