

STATE OF DELAWARE



EXECUTIVE DEPARTMENT DOVER

EXECUTIVE ORDER
NUMBER THIRTY-SEVEN

TO: Heads of all State Departments and Agencies

RE: Governor's Register

WHEREAS, the Constitution of Delaware, Article III, Section 10 requires that the Secretary of State keep a fair and complete register of the official acts of the Governor; and

WHEREAS, the Executive Register is the oldest and most authoritative series of records of the general government of this state; and

WHEREAS, the transcription of official acts has been done manually, at great expense and trouble; and

WHEREAS, many valuable documents are not included in the Register because of the expense of manual transcription; and

WHEREAS, Title 29, Chapter 5, Delaware Code, permits the microfilming of public records and authorizes the Department of State to offer microfilm services and records management; and

WHEREAS, the official acts of the Executive should be made accessible in a convenient and inexpensive format for the use of all citizens; and

WHEREAS, the papers of Delaware's Governors have increased in bulk and complexity with every administration; and

WHEREAS, an actual photographic copy of the executed document is more desirable than a transcription, for purposes of evidence or for purposes of research;

NOW, THEREFORE, I, Pierre S. duPont IV, by virtue of the authority vested in me as Governor, order and direct that the Executive Register shall be kept in the following manner:

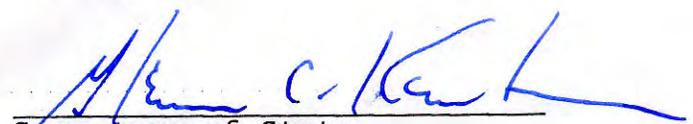
1. The former bound Register, as kept by previous administrations, shall be closed with the last entries of the previous administration.
2. Every official document for the Governor's signature except Acts of Assembly, shall be numbered on its face, serially. A cover sheet, bearing that serial number, shall be attached to the document.

3. The Secretary of State shall design and distribute a form of cover sheet appropriate for this purpose.
4. Copies of signed forms, documents, messages, and other official acts of the Governor shall be transmitted to the Secretary of State.
5. The Secretary of State shall arrange the documents in order for permanent preservation.
6. The Division of Historical and Cultural affairs shall promptly make microfilm copies of the numbered documents. A security copy of this microfilm shall be deposited in the vaults of the Hall of Records.
7. The Division of Historical and Cultural Affairs shall prepare microfiche masters.
8. The Secretary of State shall index the cover sheets and shall neatly bind them for posterity. These volumes shall hereafter constitute the Executive Register.
9. The Secretary of State shall provide, for the use of the Governor and the public, cumulative indices.
10. Microfiche copies of the actual documents shall be made available to the Governor, the General Assembly, and to the citizens of Delaware, as the law directs.

APPROVED this 5th day of December,
1977.


Governor

ATTEST:


Secretary of State

