

STATE OF DELAWARE



EXECUTIVE DEPARTMENT DOVER

EXECUTIVE ORDER
NUMBER THIRTY-EIGHT

TO: Heads of all State Departments and Agencies

RE: Micro Publishing

WHEREAS, Delaware Code, Title 29, Chapter 100, requires government agencies generally to open their business and records for public scrutiny; and

WHEREAS, Delaware Code, Title 29, Section 507, requires each state, county, and municipal agency to deposit two copies of the best edition of each of its publications with the Department of State; and

WHEREAS, Delaware Code, Title 29, Section 501, requires the Department of State to operate a centralized microfilming program; and

WHEREAS, the Division of Historical and Cultural Affairs of the Department of State has begun publishing a quarterly list of all state, county, and municipal publications, entitled "Delaware Documentation," which is a convenient key to the published material now available from public agencies, and

WHEREAS, state publications should be preserved in microcopy format for convenience, preservation, and ease of circulation; and

WHEREAS, Delaware Code, Title 29, Section 8610, further requires state agencies to provide copies of current publications to the Division of Libraries for circulation among the libraries of the State; and

WHEREAS, the Division of Libraries of the Department of Community Affairs and Economic Development intends to supplement microfilm facilities statewide by encouraging installation of reader-printer machines in the public libraries of Delaware; and

WHEREAS, it would be expensive and inconvenient to make available printed paper copies of all state publications to all libraries; and

WHEREAS, the quantity of publications, and their bulk would be a burden for the libraries of Delaware; and

WHEREAS, Title 29, Delaware Code, Chapter 64, requires publication of the regulations of thirteen regulatory agencies listed in section 6461, thereof; and

WHEREAS, these regulations contain about 7,000 pages of information that should be made readily available to the people of Delaware,

NOW THEREFORE, I, Pierre S. duPont, IV, by virtue of the authority vested in me as Governor of the State of Delaware, do hereby order as follows, effective January 1, 1978:

1. Micropublication shall satisfy all publication requirements under Title 29, Chapter 64, and distribution requirements mandated by Title 29, Section 8610. Micropublication is encouraged wherever it is a cost-effective substitute for printing on paper.
2. The Division of Historical and Cultural Affairs shall microfilm every publication of State government, as soon as possible after it is issued.
3. The cost of such microfilming shall be borne by the agency that produces the publication, as provided by Delaware Code, Title 29, Section 501.
4. The Division of Historical and Cultural Affairs shall produce microfiche masters of the publications so produced. The actual cost of jacketing, indexing and making available such microfiche master copies shall be borne by the agency originating the publication.
5. The Division of Historical and Cultural Affairs shall provide microfiche copies of state publications to the Division of Libraries in accordance with Title 29, Section 8610, and shall charge the cost of such copies to the agency originating the publication, as provided on Delaware Code, Title 29, Section 6531.
6. The Administrative Commission of Delaware shall deliver to the Division of Historical and Cultural Affairs a copy of every regulation and document required to be published according to provisions of Delaware Code, Title 29, Section 6461.
7. The Division of Historical and Cultural Affairs shall make microfilm copies of regulations mentioned in Title 29, Section 6461, and shall charge the cost of making original microfilm copies to the originating agency, as provided in Title 29, Section 501.
8. The Division of Historical and Cultural Affairs shall produce jacketed microfiche masters of the regulations.

9. The Division of Historical and Cultural Affairs shall distribute duplicate microfiche of state regulations to the law libraries, prothonotaries, the Division of Libraries, and Legislative Council.
10. The actual costs of preparing jacketed microfiche masters and distributing duplicate microfiche as specified in paragraphs (8) and (9), above, shall be borne by the regulatory agencies affected.
11. All costs incurred by the Division of Historical and Cultural Affairs in order to implement this Executive Order, except the actual microfilming of the original documents or publications, shall be reimburseable under Title 29, Section 6531.
12. The Director of the Division of Historical and Cultural Affairs shall select; the format of all microforms to be employed in State micropublishing; shall determine the content of microform publications to be produced, and shall from time to time produce a catalogue of microform publications available.
13. The general public may buy microform copies of any regulation or publication produced in accordance with this Executive Order as provided by Title 29, Section 504.



APPROVED this *5th* day of *December,*
1977.

R. J. Byrne
Governor

ATTEST:

Alvin C. Kent
Secretary of State