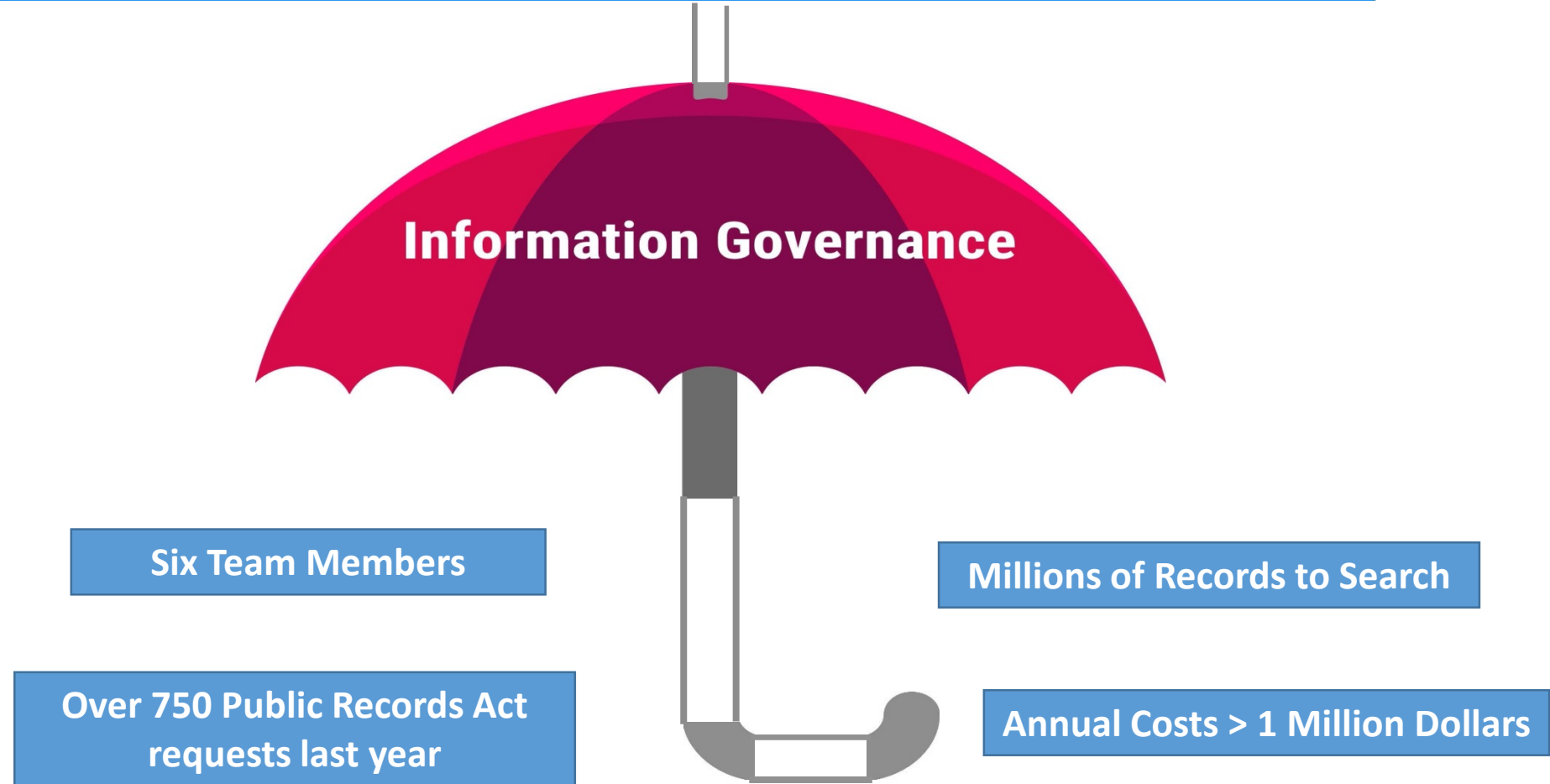




Fish & Wildlife Information Governance Unit



Recent changes to the Public Records Act require changes to the WDFW rules



WAC 220-120

Summary



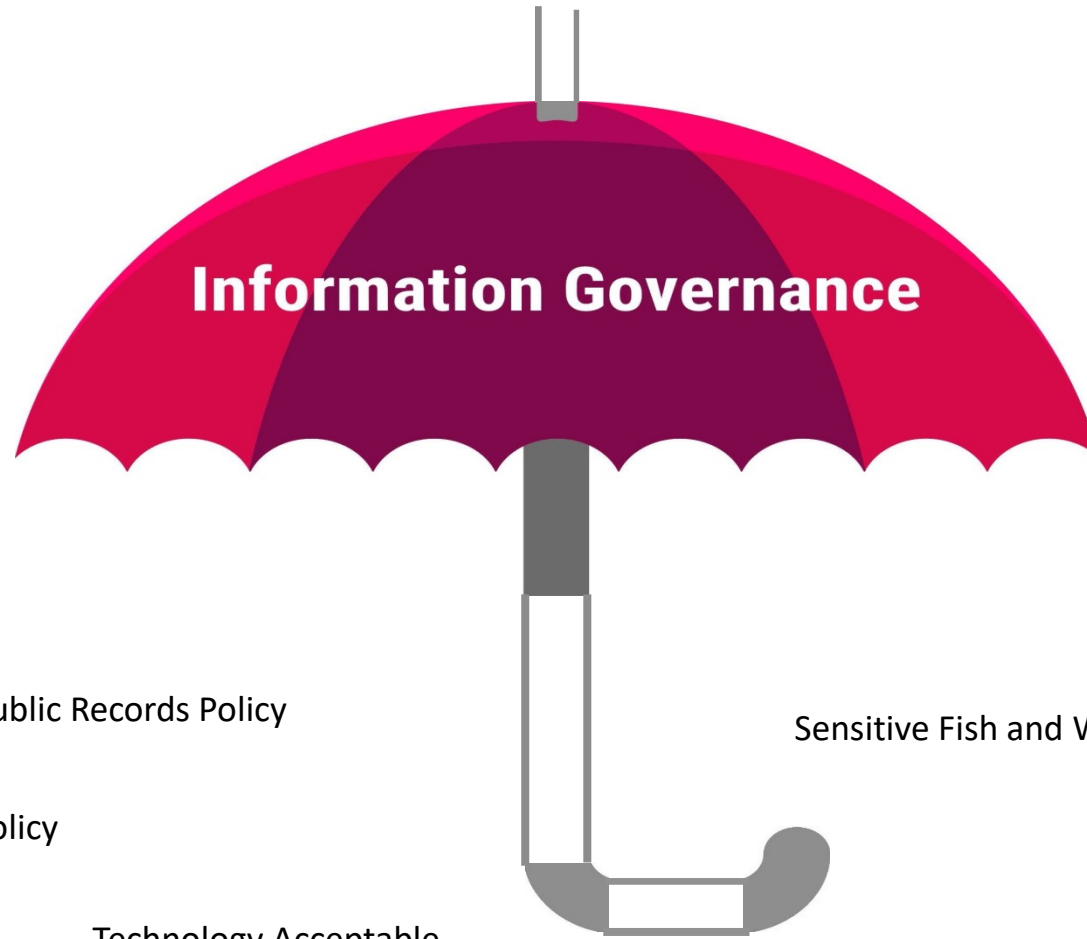
HB 1595 passed in the legislature last year. This bill, which resulted in changes to the Public Records Act, permits agencies to charge some fees for Public Records Act productions.

Purpose: To inform the public that a new public records fee schedule exists. The new fees have been in effect since July 23, 2017. The fees are relatively minor. Based on anecdotal evidence there has been no negative impact to the public.

Record Request Fee Schedule

Copies of Records:

15 cents/page	Photocopies, printed copies of electronic records when requested by the requester, or for the use of agency equipment to make photocopies.
10 cents/page	Scanned records, or use of agency equipment for scanning.
1.25 cents/electronic record	5 cents for each 4 electronic files or attachments uploaded to email, or cloud-based data storage service, or other means of electronic delivery.
10 cents/gigabyte	Records transmitted in electronic format or for use of agency equipment to send records electronically.
Other Costs:	
Actual Cost	Digital storage media or devices.
Actual Cost	Any container or envelope used to mail copies.
Actual Cost	Postage or delivery charges.
Actual Cost	Customized service charge (in addition to fees for copies above) will be imposed if request will require use of information technology expertise to compile data.*



Information Governance

Public Records Policy

Sensitive Fish and Wildlife Information Policy

Cloud Use Policy

Social Media Policy

Technology Acceptable
Use Policy

Data Governance Policies

Records / Information
Management Policy

Mobile Device Policy

Litigation Hold and Discovery Policy

Commercial Fish
Data Policy

Confidential
Information Policy