

**ASSEMBLY BILL**

**No. 2198**

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**Introduced by Assembly Member Liu**

February 18, 2004

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An act to add Section 12812 to the Government Code, relating to state agencies.

LEGISLATIVE COUNSEL'S DIGEST

AB 2198, as introduced, Liu. State agencies: reports: electronic format.

Existing law requires state agencies to prepare and submit various reports to the Legislature, the Governor, and other recipients.

This bill would provide that when a state agency is requested or required to submit a report, and the resolution or statute does not require that each specified recipient receive a physical copy of the report, then, in the case of a report to the Governor, a physical copy shall be submitted to the Governor, in the case of a report to the Legislature, a physical copy shall be submitted to the Clerk of the Assembly and the Secretary of the Senate, and in the case of a report to a specified committee of the Legislature, a physical copy shall be submitted to the chairperson and vice chairperson of the committee. It also would require that each report a state agency is required to submit be available in an electronic format and specify an Internet Web site where the report may be downloaded and a telephone number to call to order a physical copy of the report.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

*The people of the State of California do enact as follows:*

1 SECTION 1. The Legislature hereby finds and declares all of  
2 the following:

3 (a) It is the intent of the Legislature that state agencies comply  
4 with the requirements of the State Records Management Act of  
5 1963 (Chapter 5 (commencing with Section 14740) of Part 5.5 of  
6 Division 3 of Title 2 of the Government Code).

7 (b) It is the further intent of the Legislature to make  
8 recordkeeping and reporting by state agencies accurate, efficient,  
9 and cost effective.

10 (c) It is the further intent of the Legislature to reduce the  
11 amount of paper used by state agencies and to maximize the use  
12 of electronic communications in the transmittal of information  
13 from state agencies and departments to the Legislature.

14 SEC. 2. Section 12812 is added to the Government Code, to  
15 read:

16 12812. (a) When a state agency is requested or required, by  
17 resolution or statute, as the case may be, to submit a report, and the  
18 resolution or statute does not require that each specified recipient  
19 receive a physical copy of the report, then the following  
20 distribution shall apply:

21 (1) For a report to the Governor, a physical copy shall be  
22 submitted to the Governor.

23 (2) For a report to the Legislature, a physical copy shall be  
24 submitted to the Clerk of the Assembly and the Secretary of the  
25 Senate.

26 (3) For a report to a specified committee of the Legislature, a  
27 physical copy shall be submitted to the chairperson and vice  
28 chairperson of the committee.

29 (b) Each report that a state agency submits shall be available in  
30 an electronic format and shall specify an Internet Web site where  
31 the report may be downloaded and a telephone number to call to  
32 order a physical copy of the report.

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