

## Department of Planning and Budget 2006 Fiscal Impact Statement

**1. Bill Number** HB959

<b>House of Origin</b>	<input checked="" type="checkbox"/> Introduced	<input type="checkbox"/> Substitute	<input type="checkbox"/> Engrossed
<b>Second House</b>	<input type="checkbox"/> In Committee	<input type="checkbox"/> Substitute	<input type="checkbox"/> Enrolled

**2. Patron** Cox

**3. Committee** General Laws

**4. Title** Virginia Public Records Act; timely destruction of records.

**5. Summary/Purpose:**

Provides that each agency shall ensure that records authorized to be destroyed or discarded under the Virginia Public Records Act are destroyed or discarded in a timely manner in accordance with the provisions of that act.

**6. No Fiscal Impact** (See Item 8.)

**7. Budget amendment necessary:** None.

**8. Fiscal implications:** There would be no additional impact on agencies that actively follow the Library of Virginia's existing records management program's recommendation for record disposition. Costs may be incurred by agencies that have not followed recommendations for record disposition, but records management theory holds that timely disposal of non-current records results in cost savings that are less than the costs of retaining records that have served their purpose. New cost would be associated with destruction of some records by burning, shredding or pulping, reformatting records to electronic or microfilm format, or long-term storage of records on location or at the State Records Center. Actual costs are dependent on media, format, and storage location. Avoided costs would include the cost of storing these records instead of disposing of them.

**9. Specific agency or political subdivisions affected:** All state and local government agencies in Virginia.

**10. Technical amendment necessary:** None.

**11. Other comments:** This legislation may be unnecessary if agencies follow the records management procedures already in place.

**Date:** 01/16/06 / jeh

**Document:** G:\Legislation\2006 Legislation\HB959.DOC

**cc:** Secretary of Education