

RECORDS ADVISORY BOARD

WHEREAS, the Department of Records is establishing long-range plans to improve its operating systems, and

WHEREAS, this effort will be greatly facilitated by the continuing support of experts proficient in records management systems and technologies; and

WHEREAS, a formal vehicle is needed to provide ongoing support of this type to the Department of Records.

NOW, THEREFORE, I, Edward G. Rendell, Mayor of the City of Philadelphia, in accordance with Section 3-1000(h) of the Philadelphia Home Rule Charter, do hereby order as follows:

SECTION 1. RECORDS ADVISORY BOARD

A. There is hereby established in the Department of Records (the "Department") the Records Advisory Board (the "Board"). The Board shall be composed of at least five members. Members shall be skilled professionals drawn from the fields of records and image management data processing and historical research and preservation.

B. Members shall be appointed by the Mayor.

C. Members shall serve without salary.

SECTION 2. FUNCTIONS

A. To advise the Department on matters concerning the application of new technologies and systems for records management and records preservation.

B. To assist the Department in identifying resources and funding opportunities for operations improvements.

C. To perform other such advisory duties as the Commissioner of the Department may request.

SECTION 3. ORGANIZATION

A. The Board shall adopt its own rules of procedure and internal organization. All rules shall be consistent with the provisions of this Executive Order.

B. The Board shall convene regularly at such times and places as it may designate.

SECTION 4. EFFECTIVE DATE

A. This order shall become effective immediately.

February 18, 1993
Date

Edward G Rendell
Edward G. Rendell, Mayor