

# SENATE BILL 852

P3

5lr2969  
CF HB 674

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By: **Senators Young, Kagan, Klausmeier, Montgomery, and Ready**

Introduced and read first time: February 24, 2015

Assigned to: Rules

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## A BILL ENTITLED

1 AN ACT concerning

2 **Public Information Act – List of Contact Information for Governmental Unit**  
3 **Representatives**

4 FOR the purpose of requiring certain governmental entities to identify a representative  
5 who a member of the public should contact to request a public record, maintain  
6 certain contact information, post the information on the unit's Web site or keep the  
7 information in a certain place, and annually update the information and submit it to  
8 the Office of the Attorney General; requiring the Office to post certain information  
9 on the Office's Web site and include certain information in a certain manual; and  
10 generally relating to a list of contact information for representatives of governmental  
11 units that maintain public records.

12 BY adding to  
13 Article – General Provisions  
14 Section 4–503  
15 Annotated Code of Maryland  
16 (2014 Volume)

17 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
18 That the Laws of Maryland read as follows:

19 **Article – General Provisions**

20 **4–503.**

21 **(A) EACH GOVERNMENTAL UNIT THAT MAINTAINS PUBLIC RECORDS SHALL:**

22 **(1) IDENTIFY A REPRESENTATIVE WHO A MEMBER OF THE PUBLIC**  
23 **SHOULD CONTACT TO REQUEST A PUBLIC RECORD FROM THE GOVERNMENTAL**  
24 **UNIT;**

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EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1           **(2) MAINTAIN CONTACT INFORMATION FOR THE GOVERNMENTAL**  
2 **UNIT'S REPRESENTATIVE THAT INCLUDES:**

3                   **(I) THE REPRESENTATIVE'S NAME;**

4                   **(II) THE REPRESENTATIVE'S BUSINESS ADDRESS;**

5                   **(III) THE REPRESENTATIVE'S BUSINESS PHONE NUMBER;**

6                   **(IV) THE REPRESENTATIVE'S BUSINESS FAX NUMBER;**

7                   **(V) THE REPRESENTATIVE'S BUSINESS ELECTRONIC MAIL**  
8 **ADDRESS; AND**

9                   **(VI) THE INTERNET ADDRESS OF THE GOVERNMENTAL UNIT;**

10           **(3) (I) POST THE CONTACT INFORMATION MAINTAINED UNDER**  
11 **ITEM (2) OF THIS SUBSECTION IN A USER-FRIENDLY FORMAT ON THE WEB SITE OF**  
12 **THE GOVERNMENTAL UNIT; OR**

13                   **(II) IF THE GOVERNMENTAL UNIT DOES NOT HAVE A WEB SITE,**  
14 **KEEP THE CONTACT INFORMATION MAINTAINED UNDER ITEM (2) OF THIS**  
15 **SUBSECTION AT A PLACE EASILY ACCESSIBLE BY THE PUBLIC;**

16           **(4) ANNUALLY UPDATE THE CONTACT INFORMATION MAINTAINED**  
17 **UNDER ITEM (2) OF THIS SUBSECTION; AND**

18           **(5) ANNUALLY SUBMIT THE CONTACT INFORMATION MAINTAINED**  
19 **UNDER ITEM (2) OF THIS SUBSECTION TO THE OFFICE OF THE ATTORNEY GENERAL.**

20           **(B) THE OFFICE OF THE ATTORNEY GENERAL SHALL:**

21                   **(1) POST THE CONTACT INFORMATION SUBMITTED UNDER**  
22 **SUBSECTION (A)(5) OF THIS SECTION IN A USER-FRIENDLY FORMAT ON THE WEB**  
23 **SITE OF THE OFFICE OF THE ATTORNEY GENERAL; AND**

24                   **(2) INCLUDE THE CONTACT INFORMATION SUBMITTED UNDER**  
25 **SUBSECTION (A)(5) OF THIS SECTION IN ANY PUBLIC INFORMATION ACT MANUAL**  
26 **PUBLISHED BY THE OFFICE OF THE ATTORNEY GENERAL.**

27           SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect  
28 October 1, 2015.