

Department of Legislative Services  
Maryland General Assembly  
2017 Session

FISCAL AND POLICY NOTE  
Third Reader

Senate Bill 516

(Senator Zucker, *et al.*)

Education, Health, and Environmental Affairs

Health and Government Operations

---

State Government - Maryland Manual - Revisions (Maryland Manual  
Modernization Act)

---

This bill repeals provisions requiring the *Maryland Manual* to be published in print every two years and requires that it be published exclusively online. It also modifies the required content of the manual. As provided in the State budget, the Maryland State Archives must (1) update the manual as necessary to maintain its accuracy and (2) annually preserve an electronic version of the manual that contains all of the changes made in the preceding year. To the extent practicable, the State Archivist must provide outreach to public schools, public libraries, and the general public to increase awareness of the availability and content of the manual.

---

Fiscal Summary

**State Effect:** None. With respect to publishing the *Maryland Manual* online, the bill codifies existing practice. It is assumed that the State Archivist can update the manual as necessary and provide outreach with existing budgeted resources.

**Local Effect:** None. The bill does not directly affect local governmental operations or finances.

**Small Business Effect:** None.

---

Analysis

**Current Law/Background:** Every two years, the Maryland State Archives is required to compile and edit a *Maryland Manual* that contains a copy of the Maryland Constitution and the name and address of each officer of the State or a county who is elected or

appointed by the Governor or the Board of Public Works. In addition, the State Archivist, in consultation with the Hall of Records Commission, may include additional information the Archivist considers necessary.

The Maryland State Archives must print the manual in accordance with State procurement law with budgeted funds and provide copies to members of the General Assembly and various other public institutions in the State.

The *Maryland Manual* was first published in 1896. In 1996, the first electronic version of the manual was made available on the Internet. From 1996 to 2006, the manual was available in both print and electronic formats. In practice, the manual was last published in print form in 2006. The bill codifies the Maryland State Archive's existing practice of maintaining an all-electronic version of the *Maryland Manual*.

---

### **Additional Information**

**Prior Introductions:** None.

**Cross File:** HB 78 (Delegate Korman, *et al.*) - Health and Government Operations.

**Information Source(s):** Maryland State Archives; Department of Legislative Services

**Fiscal Note History:** First Reader - February 13, 2017  
md/mcr Third Reader - March 17, 2017

---

Analysis by: Michelle Davis

Direct Inquiries to:  
(410) 946-5510  
(301) 970-5510