

# Public Records Laws

*Connecticut General Statutes* revised to January 1, 2008

These statutes are related to public records in Connecticut, state agencies, and the Office of the Public Records Administrator. Please note that this list is not comprehensive.

## **TITLE 1, CHAPTER 3: PUBLIC RECORDS: GENERAL PROVISIONS**

- Sec. 1-7. Recording or copying by photographic, micrographic, electronic imaging or other process.
- Sec. 1-8. "Recorded" defined.
- Sec. 1-9. Alkaline paper for permanent records.
- Sec. 1-9a. Alkaline paper for executive branch photocopies.
- Sec. 1-10. Standard ink for public records.
- Sec. 1-11. Loose-leaf binders for public records.
- Sec. 1-12. Typewriting and printing. Legal force.
- Sec. 1-13. Making of reproductions.
- Sec. 1-14. "Certified copy" defined. Evidence.
- Sec. 1-16. Reproductions.
- Sec. 1-17. Reproductions to serve purposes of originals.
- Sec. 1-17a. Photographs and computerized images of individuals. State agencies prohibited from disclosing without express consent of individuals. Exceptions.
- Sec. 1-18. Disposition of original documents.

## **TITLE 1, CHAPTER 14: FREEDOM OF INFORMATION ACT**

- Sec. 1-200. (Formerly Sec. 1-18a). Definitions.
- Sec. 1-210. (Formerly Sec. 1-19). Access to public records. Exempt records.
- Sec. 1-211. (Formerly Sec. 1-19a). Disclosure of computer-stored public records. Contracts. Acquisition of system, equipment, software to store or retrieve nonexempt public records.
- Sec. 1-212. (Formerly Sec. 1-15). Copies and scanning of public records. Fees.
- Sec. 1-213. (Formerly Sec. 1-19b). Agency administration. Disclosure of personnel, birth and tax records. Disclosure of voice mails by public agencies. Judicial records and proceedings.

## **TITLE 1, CHAPTER 15: CONNECTICUT UNIFORM ELECTRONIC TRANSACTIONS ACT**

- Sec. 1-277. Retention of electronic records; originals.
- Sec. 1-282. Creation and retention of electronic records and conversion of written records by governmental agencies.

## **TITLE 4, CHAPTER 38: ORGANIZATION OF STATE AGENCIES**

- Sec. 4-38d. (Formerly Sec. 4-38). Transfer or assignment of functions, powers, duties of department, institution, or agency to successor department, institution, agency or authority.

## **TITLE 4, CHAPTER 55: PERSONAL DATA**

- Sec. 4-193. Agency's duties re personal data.

## **TITLE 7, CHAPTER 97: MUNICIPALITIES: GENERAL PROVISIONS**

- Sec. 7-14. Land records indexes. Examination of land records. Attestation of records and photocopies. Town records. Certification as to examination of records and indexes. General index of land records. Penalties.
- Sec. 7-22a. Certification program for town clerks.
- Sec. 7-23. Records and copies.
- Sec. 7-24. Recording of instruments; safekeeping of records; recording of illegible instruments.
- Sec. 7-25. Index.
- Sec. 7-27. Municipal records to be kept in fire-resistive vaults or safes.
- Sec. 7-27a. Destruction of original land records or instruments.
- Sec. 7-29. Release or assignment of mortgage or lien. Digitized images.
- Sec. 7-31. Maps of surveys and plots, filing requirements, copies.
- Sec. 7-42. Duties.
- Sec. 7-109. Destruction of documents.

## **TITLE 11, CHAPTER 188: STATE LIBRARY**

- Sec. 11-8. Records management program. Public Records Administrator.
- Sec. 11-8a. Retention, destruction and transfer of documents. Centralized microcopying services.
- Sec. 11-8b. Transfer or disposal of public records. State Library Board to adopt regulations.
- Sec. 11-8c. Recovery of public records by State Librarian.
- Sec. 11-8i. Historic documents preservation account.
- Sec. 11-8j. Preservation and management of historic documents: Definitions.
- Sec. 11-8k. Historic documents preservation grants to municipalities. Allocation of moneys in historic documents preservation account.
- Sec. 11-8l. Historic documents preservation grant program. Regulations.
- Sec. 11-8m. Municipal reports to Public Records Administrator. Annual report of Public Records Administrator to legislative committee.
- Sec. 11-8n. Regulations.

## **TITLE 12, CHAPTER 203: PROPERTY TAX ASSESSMENT**

- Sec. 12-57. Certificates of correction.

## **TITLE 45A, CHAPTER 801: PROBATE COURT: ADMINISTRATIVE PROVISIONS**

- Sec. 45a-10. (Formerly Sec. 45-14). Fire-resistant safe or vault. Office space to be provided for records.

## **TITLE 54, CHAPTER 961A: CRIMINAL RECORDS**

- Sec. 54-142b. Data collection; audit; maintenance of records and log.