

Public Records Requests 918-001-0200:

(1) Scope and Applicability. This rule governs requests for inspection of division documents under the Public Records Law, ORS Chapter 192.

(2) Request for examination of Public Records:

Requests for examination of public records shall be made according to department administrative rule OAR Chapter 440, Division 005.

(3) Miscellaneous items concerning fees:

- (a) The fees charged shall be those found in department Policy and Procedure COM-07 and the division fee schedule.
- (b) A waiver or reduction of fees requested under ORS 192.440 must be submitted in writing, show how a waiver or reduction is in the public interest and that availability will benefit the general public;
- (c) No fees are charged:
 - (A) To board members when conducting official division business;
 - (B) To state officials;
 - (C) For first copies of division publications, except codes published by others;
 - (D) To public libraries, public educational institutions, or federal, state, county, or city agencies participating in a cooperative program with the division; or
 - (E) To examine records readily available which do not require supervision during the inspection.

Stat. auth.: ORS 455.110

Stats. implemented: ORS 192.440

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93; BCD 26-1996, f. & cert. ef. 12-4-96