

The Records Act was adopted as World Legislative Act Number 25 at the Seventh Session of the Provisional World Parliament convened in conformance with the *Constitution for the Federation of Earth* in December 2003, in Chennai, Tamil Nadu, India.

## Summary of an Act

### World Legislative Act #25

# Standards of Preservation of World Government Records

Short title:

## Records Act

Creates standards of care for records of Provisional World Government and world government.

1. Defines World Government Records.
2. Defines stewarding agency.
3. Permits assignment of original records to stewarding agencies, with power to require original copies delivered to Earth Federation agencies at cost.
4. Permits conditional private retention of documents, if documents are made available for viewing and copy on demand.
5. Permits stewarding agency original world government records conditionally available to public.
6. Prohibits removal of original world government records from secured stewarding agency facilities (unauthorized misappropriation, theft or transfer of world federal property – Class 3 felony).
7. Requires brick, masonry or non-flammable storage facilities. Requires facility location not likely to be subject to flood.
8. Requires fireproof filing cabinets, if records can fit therein without additional folding.
9. Requires stewarding agency to monitor and maintain humidity and lighting conditions for best preservation.

**10.** Requires stewarding agency to keep the records securely, using locking systems and security personnel, either in-house or contracted privately.

**11.** Requires stewarding agency to preserve each record. If particular record seems worthless, stewarding agency may notify the Institute on Governmental Procedures and World Problems. Prohibits stewarding agency from destruction of any record, or part of any record, unless Institute on Governmental Procedures and World Problems determines that record is not valuable testimony.

11.1 Prohibits unauthorized intentional destruction of world government record (class 4 felony).

11.2 Prohibits unintentional destruction of world government records (class 2 misdemeanour).

11.3. Permits stewarding agency curation of records, but not alter nor obscure informational content of records. Permits World Court to judge altering or obscuring of world government records as unintentional or unauthorized intentional destruction.

**12.** Requires retention of envelopes and stamps to be safeguarded together and intact with important paper letters .

**13.** Directs Secretariat use of acid-free paper for new records of the secretariat of the Provisional World Parliament, World Parliament, World Constituent Assembly or Founding Ratification Convention. Directs Secretariat to record video and audio proceedings.

**14.** Requires stewarding agency to make electronic back-ups of electronic media. Requires stewarding agency to protect electronic records from magnetic and digital viral damage.

**15.** Permits stewarding agencies to request financial assistance from the Provisional World Parliament or World Government for meeting care standards of care for world government records. Assigns to stewarding agencies responsibility to comply with the standards.

**16.** Permits Institute on Governmental Procedures and World Problems to directly enforce act. Permits Institute on Governmental Procedures and World Problems to make spot inspections of stewarding agency facilities. Permits Institute on Governmental Procedures and World Problems to seek further enforcement through World Courts and World Enforcement System.

**17.** Assigns order of enforcement toward particular stewarding agencies to discretion of Institute on Governmental Procedures and World Problems, subject to Provisional World Parliament and World Parliament.

**18.** Requires Institute on Governmental Procedures and World Problems to meet preservation standards for records, if stewarding agency assigns or forfeits stewardship.

**19.** Permits Institute on Governmental Procedures and World Problems may give stewarding agency 30 days to comply in cases of non-compliance.

**20.** Permits Office of World Attorneys General to issue search and seizure warrants in case of stewarding agency non-compliance. Permits Office of World Attorneys General to bring charges, if stewarding agency does not demonstrate compliance within 30-day period. Permits immediate charges in cases of wilful neglect.

**21.** Due to critical importance of this Act, this world legislation is effective immediately.

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Attested: Eugenia Almand, JD, Secretary  
Provisional World Parliament