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STATE OF CONNECTICUT

BY HIS EXCELLENCY

JOHN G. ROWLAND

GOVERNOR

EXECUTIVE ORDER NO. 30

WHEREAS, the growing demand for information in electronic form and for direct access to electronic records is changing the way the public accesses governmental information and documents; and

WHEREAS, the Internet provides a means for individuals to access governmental information and documents electronically; and

WHEREAS, the state agencies publish or otherwise make available information or documents in written, "hard copy" form that could otherwise be accessed electronically by Internet users; and

WHEREAS, the vast majority of state employees have electronic means (e-mail) in which to communicate; and

WHEREAS, state agencies should attempt to reduce printing costs by publishing information electronically rather than in hard copy form, to the extent permitted by federal and state law and as reasonably practicable; and

WHEREAS, state employees should attempt to communicate electronically, to include exchanging documents or disclosing information, to the extent permitted by federal and state law and as reasonably practicable.

NOW, THEREFORE, I, John G. Rowland, Governor of the State of Connecticut, acting by virtue of the authority vested in me by the Constitution and by the statutes of this state, do hereby **ORDER** and **DIRECT** that:

(1) All state agencies and employees must make every effort to reduce printing costs and instead publish information and documents electronically, to include posting information and documents on their respective Web sites and communicating electronically.

(2) Public information is to be published electronically unless the agency head determines that: (a) the cost of electronic publication exceeds the benefits of doing so; (b) information or documents are not suitable for electronic publication because of legal requirements, complex content or impracticality; or (c) for other good cause, taking into account the circumstances.

(3) To the extent that public information is not available electronically, detail should be provided on how to access such information.

(4) Agencies must ensure that the content of information and documents provided electronically is comparable in quality and functionality to written, hard copy form.

(5) The Department of Administrative Services shall communicate with and assist the other state agencies in ensuring that information and documents are published electronically, when appropriate, and shall communicate with the Governor's Office whether, and to what extent, savings is realized to the State of Connecticut as a result of this effort to publish information and documents electronically rather than in hard-copy form.

(6) This order shall be effective upon signing.

Dated at Hartford, Connecticut, this 29 th day of August, 2003.

JOHN G. ROWLAND
Governor

By His Excellency's Command:

Susan Bysiewicz
Secretary of the State