

SUBTITLE 8. WRITTEN POLICIES FOR PUBLIC COMMUNICATIONS

10-801. DEFINITIONS.

(A) IN GENERAL.

IN THIS SUBTITLE THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.

(B) PUBLIC COMMUNICATION.

"PUBLIC COMMUNICATION" MEANS ANY INQUIRY, REQUEST, OR COMPLAINT MADE BY THE PUBLIC.

(C) UNIT.

"UNIT" MEANS EACH UNIT IN THE EXECUTIVE BRANCH OF THE STATE GOVERNMENT.

NOTE: This section is new language added to replace former Art. 41, § 14-1(a), which was repealed by Ch. 284, § 12, Acts of 1984.

As to "unit", see the General Revisor's Note to this article.

10-802. WRITTEN POLICIES REQUIRED.

EACH UNIT SHALL ADOPT WRITTEN POLICIES THAT ARE WITHIN THE LEGAL AUTHORITY OF THE UNIT FOR:

(1) THE PROCEDURES TO BE FOLLOWED BY THE UNIT IN RESPONDING TO A PUBLIC COMMUNICATION;

(2) THE CIRCUMSTANCES THAT REQUIRE THE UNIT TO MAINTAIN A RECORD OF A PUBLIC COMMUNICATION AND OF THE RESPONSE OF THE UNIT; AND

(3) THE MANNER OF MAINTAINING RECORDS OF PUBLIC COMMUNICATIONS AND OF THE RESPONSES OF THE UNIT.

NOTE: This section is new language added to replace former Art. 41, § 14-1(b), except as to where that section related to the Joint Committee on Administrative, Executive, and Legislative Review.

10-803. FILING REQUIRED.

EACH UNIT SHALL SUBMIT THE POLICIES REQUIRED UNDER § 10-802 OF THIS SUBTITLE TO THE JOINT COMMITTEE ON ADMINISTRATIVE, EXECUTIVE, AND LEGISLATIVE REVIEW.

NOTE: This section is new language added to replace former Art. 41, § 14-1(b), as that subsection related to submission to the Joint Committee on Administrative, Executive, and Legislative Review.