

WAC 390-14-045 What is the records index? (1) The commission has implemented an indexing system for the identification and location of the following records:

(a) All records issued before July 1, 1990, for which the commission has maintained an index.

(b) Final adjudicative orders and declaratory orders issued after June 30, 1990, that contain an analysis or decision of substantial importance to the commission in carrying out its duties.

(c) Interpretive and policy statements issued after June 30, 1990.

(2) Final and declaratory orders are evaluated by the executive director or executive director's designee. Those orders which are determined to have substantial importance are indexed and posted on the agency's website.

(3) Final orders are indexed by the name of the person against whom the order was issued and by citation to the law involved.

(4) Declaratory orders are indexed by number, subject matter, phrase describing the issue or holding and citation to the law involved.

(5) Interpretive statements and policy statements are indexed by number and subject matter and are available on the agency's website.

(6) Most indexes are available online and the indexes are available for public inspection and copying weekdays, excluding legal holidays or other days the agency is closed, between 8:00 a.m. and 5:00 p.m. at the Public Disclosure Commission, 711 Capitol Way, Room 206, Evergreen Plaza Building, Olympia, Washington 98504-0908.

(7) The indexes are updated periodically. In addition to the indexing system, the commission also maintains and continually updates its website at www.pdc.wa.gov, which includes commission rules, manuals and brochures; commission meeting agendas and materials; historical data, reports and other agency documents.

[Statutory Authority: RCW 42.56.100, 42.56.040, and 42.17A.110. WSR 12-18-015, § 390-14-045, filed 8/24/12, effective 9/24/12. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-14-045, filed 1/4/02, effective 2/4/02; WSR 99-12-063, § 390-14-045, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370. WSR 91-16-072, § 390-14-045, filed 8/2/91, effective 9/2/91. Statutory Authority: RCW 42.17.370(1). WSR 85-15-020 (Order 85-03), § 390-14-045, filed 7/9/85; Order 62, § 390-14-045, filed 8/26/75.]