

**South Coast Education
Service District**

Code: **EH**
Adopted: 3/13/07
Readopted: 3/8/11
Reviewed: 8/2/17
Orig. Code(s): EH

Electronic Data Management

The superintendent will provide for the preparation and maintenance of ESD records and reports and such other records and reports as are required by law.

Electronic records will be kept in accordance with administrative regulations as prescribed in administrative regulation EH-AR – Electronic Data Management.

The ESD will comply with state and federal laws and regulations concerning the custody and maintenance of public records.

END OF POLICY

Legal Reference(s):

[ORS 192.001 - 192.505](#)
[ORS 192.650](#)
[ORS 326.565](#)
[ORS 326.575](#)
[ORS 336.187](#)

[OAR 166-405-0010 to 166-415-0010](#)
[OAR 581-015-0055](#)
[OAR 581-022-1610](#)
[OAR 581-022-1660](#)
[OAR 581-023-0006](#)

[OAR 581-053-0008](#)

Cross Reference(s):

CL – Administrative Reports
CM – District Annual Report
DIC – Financial Reports and Statements
DIE – Audits
GBL – Personnel Records