

CHIEF RECORDS OFFICER DIRECTIVE ON DIGITIZING GOVERNMENT INFORMATION

DIRECTIVE: CRO 01-2020

SUBJECT: **Digitizing Government Information**

AUTHORITY: This directive is issued under section 6 of the *Information Management Act*

APPLICATION: This directive applies to all ministries of the government of British Columbia

EFFECTIVE DATE: July 2, 2020

Chief Records Officer

Directive to Ministries of the Government of British Columbia Issued under Section 6 of the *Information Management Act*

Under section 6 of the *Information Management Act*, S.B.C. 2015, c. 27, I, Kerry Pridmore, Chief Records Officer, issue the following directive respecting the digitizing and archiving of government information.

Preamble

Section 13 (1) of the *Information Management Act* requires that government information be digitized before it is archived.

The Chief Records Officer approved the [Digitizing Government Information Standard](#), effective April 14, 2020.

The Digitizing Government Information Standard provides a common standard for digitizing government information.

Digitizing Government Information Standard

- (1) All ministries of the government of British Columbia are required to follow the Digitizing Government Information Standard.

This directive is effective as of July 2, 2020. It remains in effect until rescinded or superseded.

July 2, 2020

Date



Chief Records Officer