

MAR 24 9 04 AM '75

OFFICE OF
SECRETARY OF STATE
STATE OF WEST VIRGINIA

WEST VIRGINIA LEGISLATURE
REGULAR SESSION, 1975

—•—

ENROLLED

Committee Substitute for

SENATE BILL NO. 178

(By Mr. *Hatfield* and Mrs. *Susman*, original sponsors)

—•—

PASSED *March 8* 1975

In Effect *July 1, 1975* ~~Passage~~

ENROLLED

COMMITTEE SUBSTITUTE

FOR

Senate Bill No. 178

(By MR. HATFIELD and MR. SUSMAN, *original sponsors*)

[Passed March 8, 1975; in effect July 1, 1975.]

AN ACT to amend and reenact section twenty, article one, chapter five of the code of West Virginia, one thousand nine hundred thirty-one, as amended; and to amend and reenact section twenty-eight, article three, chapter five-a of said code, relating to officers, boards, and commissions; annual reports to the governor; providing uniform maximum standards for the printing of such reports; requiring all reports to the governor to be printed and bound in the printing shop maintained by the department of finance and administration.

Be it enacted by the Legislature of West Virginia:

That section twenty, article one, chapter five of the code of West Virginia, one thousand nine hundred thirty-one, as amended, be amended and reenacted; and that section twenty-eight, article three, chapter five-a of said code be amended and reenacted, all to read as follows:

CHAPTER 5. GENERAL POWERS AND DUTIES OF THE GOVERNOR, SECRETARY OF STATE AND ATTORNEY GENERAL; BOARD OF PUBLIC WORKS; STATE BUILDING COMMISSION; SOCIAL SECURITY AGENCY; PUBLIC RECORDS MANAGEMENT AND PRESERVATION ACT; DEPARTMENT OF COMMERCE; WEST VIRGINIA PUBLIC EMPLOYEES RETIREMENT ACT; HUMAN RIGHTS COMMISSION; WEST VIRGINIA ANTIQUITIES COMMISSION; PUBLIC EMPLOYEES' AND TEACHERS' RECIPROCAL

CREDIT

OK JEN

**SERVICE ACT; WHITE CANE LAW; WEST VIRGINIA
PUBLIC EMPLOYEES INSURANCE ACT.**

ARTICLE 1. THE GOVERNOR.

**§5-1-20. Reports to the governor; form and contents; trans-
mission to the Legislature; special reports.**

1 The subordinate officers of the executive department
2 and the officers of all public institutions of the state shall
3 make an annual report to the governor as soon as pos-
4 sible after the close of each fiscal year, notwithstanding
5 any other provision of law to the contrary. All state
6 officers, boards, commissions, departments and institu-
7 tions required by law to make reports to the governor,
8 the Legislature, or any administrative board or state
9 official, shall cover fiscal year periods, and such reports
10 shall be submitted in typewritten form or any legible
11 form produced by mechanical means.

12 The governor shall by executive order prescribe the
13 general contents of the reports to be submitted to him.
14 The form and format of such reports shall be as prescribed
15 in section twenty-eight, article three, chapter five-a of
16 this code.

17 The governor shall transmit copies of the report to
18 the Legislature and lodge a copy of all such reports with
19 the department of archives and history where the same
20 shall be kept as permanent records.

21 The governor may at any time require information in
22 writing under oath, from any officer, board, department
23 or commission of the executive department or the prin-
24 cipal officer or manager of any state institution, upon
25 any subject relating to the condition, management and
26 expense of their respective offices or institutions.

**CHAPTER 5A. DEPARTMENT OF FINANCE
AND ADMINISTRATION.**

ARTICLE 3. PURCHASING DIVISION.

**§5A-3-28. Publication of departmental reports; uniform stand-
ards; limiting number of publications; requiring
department to perform printing and binding.**

1 The director shall have charge and supervision of the
2 printing and binding of all reports transmitted to the

3 governor as required by section twenty, article one, chap-
4 ter five of this code. Said reports shall be printed an-
5 nually as soon as possible after the close of the fiscal
6 year.

7 The following uniform maximum standards as to form
8 and format shall be used in the preparation and pub-
9 lication of annual reports by the various departments,
10 agencies, boards, commissions and institutions:

11 Size—8½ by 11 inches.

12 Binding—Spiral plastic, staples, or wrap-around.

13 Cover—Embossed, ninety pound leatherette or an-
14 tique or plate finish not to exceed eighty pound weight.

15 Flyleaf and Inside—Twenty pound bond or comparable
16 offset book paper.

17 Ink—Blue or black, but two or more colors not per-
18 mitted.

19 Printing—Offset, duplicator or mimeograph.

20 No photographs or drawings shall be included in de-
21 partmental reports and no funds shall be expended for
22 any art work. Maps, charts, or other graphic illustrations
23 are permitted.

24 The number of copies of such reports shall be limited
25 to the minimum quantity necessary for office use of the
26 reporting department and for legally required distribu-
27 tion and exchange, the exact number of copies of such
28 reports to be expressly subject to the approval of the
29 governor.

30 The director shall furnish to each department sufficient
31 copies of its report to satisfy the above purposes within
32 the limits set by the governor.

33 The printing and binding of all such reports shall be
34 done by the department of finance and administration
35 in the printing shop maintained by the department.

36 Subject to the approval of the commissioner and the
37 governor, the director shall have authority to limit the
38 number of any other report, bulletin, and other publica-
39 tion ordered to be printed by each department.

40 Nothing herein shall be construed as preventing the
41 director from utilizing less expensive methods of print-
42 ing and binding than those prescribed above.

The Joint Committee on Enrolled Bills hereby certifies that the foregoing bill is correctly enrolled.

James L. Davis
Chairman Senate Committee

Clarence C. Christian Jr.
Chairman House Committee

Originated in the Senate.

Takes effect July 1, 1975.

J. C. Dillon Jr.
Clerk of the Senate

W. A. Lankford
Clerk of the House of Delegates

H. B. Johnston
President of the Senate

Lewis H. Thomas
Speaker House of Delegates

The within approved this the 22nd
day of March, 1975.

Arna A. Shafer
Governor



PRESENTED TO THE
GOVERNOR

to 3/18/75
at 4:55 p.m.