



4th Annual OPRA Seminar for the Public

A Public Records Symposium on the Open Public Records Act and Records Retention



Thursday, August 12, 2010
New Jersey State Museum Auditorium
205 West State Street
Trenton, NJ 08625
(Limited Free Parking at the State House Garage)

9:30 – 11:30 AM Government Records and OPRA
Catherine Starghill, Esq., Executive Director
Government Records Council (GRC)

11:30 – 12:30 PM Question & Answer Session

This session assists the public and public agencies to better understand the **mandatory requirements** of the Open Public Records Act, as well as recent rulings by the Government Records Council that affect the disclosure of government records.

12:45 – 1:45 PM Lunch at Café NJ in the State House (Brown bag or pay your own)
See <http://www.njleg.state.nj.us/legislativepub/statehousetour7.asp>
for details.

2:00 – 3:00 PM A Guide to Records Retention
Karen Perry, Records Analyst
Division of Archives Records Management (DARM)

3:00 – 3:30 PM Question & Answer Session

This session assists public and public agencies to better understand the **mandatory requirements** of the Division of Archives and Records Management's records retention schedules and procedures.

PRE-REGISTRATION REQUIRED BY JULY 30, 2010

E-mail grc@dca.state.nj.us to register
This seminar is FREE OF CHARGE

DCA Continuing Education Units Provided Upon Request:

CMFO/CCFO – 3 contact hours Office Management and Ancillary Subjects
CTC – 3 contact hours General/Secondary Duties
RMC – 3 Contact hours Records
CPWM – 3 contact hours Government

