

**CAPA REGULATORY AGENDA FY 2020**  
**DEPARTMENT OF RECORDS & INFORMATION SERVICES**

Pursuant to section 1042 of the Charter, the New York City Department of Records & Information Services (DORIS) sets forth below its regulatory agenda for the city's fiscal year of 2020:

1. **SUBJECT:** Rules regarding public access to Municipal Library and Archives research materials.
  - A. **Reason:** The amended rules will provide consistent guidelines for access to Municipal Library and Archives materials.
  - B. **Anticipated contents:** Title 49, Chapter 3, Access Rules, will be updated to provide consistent rules for access to Municipal Library and Archives materials, in general, and guidelines for access to special collections.
  - C. **Objectives:** To update and provide consistent rules regarding access to Library and Archives materials.
  - D. **Legal basis:** Charter Chapter 72, Section 3008.
  - E. **Types of individuals and entities likely to be affected:** Patrons of the Municipal Library and Archives.
  - F. **Approximate schedule:** First Quarter of FY 2020.
  
2. **SUBJECT:** Rule regarding fees for reproduction services and licensing Municipal Library and Archives materials.
  - A. **Reason:** The amended rule will update the fee schedule for reproduction services and licensing of Municipal Library and Archives materials. The rules will establish fees for new services based on digital technology.
  - B. **Anticipated contents:** Title 49, Chapter 2, Fee Schedule, will be updated to include fees for new services, and to account for changes in the cost basis for digital and electronic processes used to produce reproductions of Municipal Library and Archives materials, and for licensing materials for scholarly, educational and commercial purposes.
  - C. **Objectives:** To amend the fee schedule for obtaining reproductions and licensing of Municipal Library and Archives materials.
  - D. **Legal basis:** Charter Chapter 72, Section 3008.
  - E. **Types of individuals and entities likely to be affected:** Patrons of the Municipal Library and Archives.
  - F. **Approximate schedule:** First Quarter of FY 2020.

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