

**WAC 434-663-720 Preservation strategy.** For an electronic image system containing public records with a retention period of ten years or longer or records containing archival information, one or more of the following preservation strategies must be employed:

- (1) Retain the original paper documents;
- (2) Microfilm the original documents;
- (3) Migrate optical media and magnetic media at least every ten years or sooner as is necessary to avoid technical obsolescence, loss of readability, and excessive read error rates; or
- (4) Record the electronic images on industry standard microfilm at the same density at which they were scanned.

[Statutory Authority: RCW 40.14.020(6). WSR 00-20-038, amended and re-codified as § 434-663-720, filed 9/28/00, effective 10/29/00. Statutory Authority: Chapter 40.14 RCW. WSR 94-04-102, § 434-663-420, filed 2/1/94, effective 3/7/94.]