

## Red Tape Review Rule Report (Due: September 1, 2025)

<b>Department Name:</b>	Department of Administrative Services	<b>Date:</b>	August 29, 2025	<b>Total Rule Count:</b>	2
<b>IAC #:</b>	671	<b>Chapter/ SubChapter/ Rule(s):</b>	15	<b>Iowa Code Section Authorizing Rule:</b>	8A.601 8A.602
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**PLEASE NOTE, THE BOXES BELOW WILL EXPAND AS YOU TYPE**

### What is the intended benefit of the rule?

The rule was intended to reinforce email created in the conduct of state business as a state record defined in Iowa Code 8A.609 (9) and subject to state archives and records act. At the time rule was adopted, email was a new type of electronic record format and the commission sought to clarify that email created in the conduct of state business was a state record and subject to the State Archives and Records Act. The rule was effective 11/2/2005.

### Is the benefit being achieved? Please provide evidence.

This chapter is no longer needed since email is well established in state government as a type of record.

### What are the costs incurred by the public to comply with the rule?

None.

### What are the costs to the agency or any other agency to implement/enforce the rule?

Maintaining and complying with records management rules are built into the cost of doing business for agencies.

### Do the costs justify the benefits achieved? Please explain.

Yes . Costs were justified because handing email records is a matter of course for doing business as a state.

### Are there less restrictive alternatives to accomplish the benefit? ☒ YES ☐ NO

If YES, please list alternative(s) and provide analysis of less restrictive alternatives from other states, if applicable. If NO, please explain.

Twenty years after the implementation of this chapter, the problem it was written to solve has been solved. State agencies and their staff know as a matter of course state government email is a record. We analyzed other states. Most do not have rules related to email and majority handle email at the policy level in their records manuals. We recommend email should be covered in the state records manual only and the email rule chapter be rescinded.

Does this chapter/rule(s) contain language that is obsolete, outdated, inconsistent, redundant, or unnecessary language, including instances where rule language is duplicative of statutory language? [list chapter/rule number(s) that fall under any of the above categories]

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This chapter is redundant and should not duplicate what is in the state records manual. This topic can be covered in policy.

**RULES PROPOSED FOR REPEAL (list rule number[s]):**

Rescind chapter 15

671—15.1

15.2

**RULES PROPOSED FOR RE-PROMULGATION (list rule number[s] or include rule text if available):**

None.

***\*For rules being re-promulgated with changes, you may attach a document with suggested changes.***

**METRICS**

Total number of rules repealed:	2
Proposed word count reduction after repeal and/or re-promulgation	323
Proposed number of restrictive terms eliminated after repeal and/or re-promulgation	0

**ARE THERE ANY STATUTORY CHANGES YOU WOULD RECOMMEND INCLUDING CODIFYING ANY RULES?**

No.