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VSARA Public Records Management Best Practices

The Vermont State Archives and Records Administration (VSARA) produced this presentation for the 2019 VLCT Town Fair Annual Conference to assist municipalities in with public records management requirements and best practices.

VSARA is charged with administering the Statewide Records and Information Management Program in accordance with generally accepted record-keeping principles and industry standards and best practices to assure public agencies are systematically managing their records according to the law. For more information please contact VSARA at:

<https://www.sec.state.vt.us/archives-records/records-management.aspx> [1].”

Documents:

 [VSARA Public Records Management Presentation](#) [2]

Links:

[VSARA Records Management Home Page](#) [1]

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Resource Category:

- Guidance
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Links

[1] <https://www.sec.state.vt.us/archives-records/records-management.aspx>

[2] https://www.vlct.org/sites/default/files/documents/Resource/VTTownFair_PublicRecordsManagement_2019.pdf

[3] <https://www.vlct.org/municipal-assistance/municipal-topics/public-records-act>