This list was compiled by Rae Lynn Haliday, MBA, CRM/CIGO, FAI, Registrar at the Saint Louis Zoo and member of the Professional Development Committee of ZRA. This list was created in spring of 2023 to provide registrars with state and select US Federal agency RIM (Records and Information Management) programs. These programs can be reviewed for concepts, ideas, and best practices. For more details on AZA Records Management Standards and how RIM can help you achieve excellence, see ZRA’s newsletter, For the Record, 2023 Issue 2.

**State Records Management Programs**

**National Archives and Records Administration (NARA)**

[**https://www.archives.gov/records-mgmt**](https://www.archives.gov/records-mgmt)

**Alabama – a RIM program for this state was not found**

**Alaska State Libraries, Archives, Libraries and Museums – Records and Information Management Service (RIMS)**

[**https://archives.alaska.gov/rims/**](https://archives.alaska.gov/rims/)

**Arizona State Library, Archives and Public Records**

[**https://azlibrary.gov/arm/programs-training-and-presentations/classes**](https://azlibrary.gov/arm/programs-training-and-presentations/classes)

**Arkansas Department of Finance and Administration**

[**https://www.dfa.arkansas.gov/intergovernmental-services/records-retention-schedule/**](https://www.dfa.arkansas.gov/intergovernmental-services/records-retention-schedule/)

**California State Archives and Records Management and Appraisal (RMA) Program**

[**https://www.sos.ca.gov/archives/records-management-and-appraisal**](https://www.sos.ca.gov/archives/records-management-and-appraisal)

**Colorado State Archives**

[**https://archives.colorado.gov/records-management/state-agency-records-management**](https://archives.colorado.gov/records-management/state-agency-records-management)

**Connecticut State Records Management Program**

[**https://ctstatelibrary.org/publicrecords/state**](https://ctstatelibrary.org/publicrecords/state)

**Delaware Public Archives – Government Services and Records Management**

[**https://archives.delaware.gov/**](https://archives.delaware.gov/)

**Florida Department of State**

[**https://dos.myflorida.com/library-archives/records-management/**](https://dos.myflorida.com/library-archives/records-management/)

**Georgia Department of Administrative Services – Records Management**

[**https://doas.ga.gov/records-management**](https://doas.ga.gov/records-management)

**State of Hawaii Department of Accounting and General Services**

[**https://ags.hawaii.gov/archives/about-us/records-management/records-retention-and-disposition-schedules/**](https://ags.hawaii.gov/archives/about-us/records-management/records-retention-and-disposition-schedules/)

**Idaho – a RIM program for this state was not found**

**Illinois Secretary of State - State and Local Records Management Programs** [**https://www.ilsos.gov/departments/archives/records\_management/home.html**](https://www.ilsos.gov/departments/archives/records_management/home.html)

**Indiana Archives and Records Administration – State Records Management**

[**https://www.in.gov/iara/divisions/records-management/state-records-management/**](https://www.in.gov/iara/divisions/records-management/state-records-management/)

**State Historical Society of Iowa**

[**https://iowaculture.gov/history/research/state-government-record-management/state-records-commission**](https://iowaculture.gov/history/research/state-government-record-management/state-records-commission)

**State Library of Kansas**

[**https://kslib.info/1317/Records-Retention**](https://kslib.info/1317/Records-Retention)

**Kentucky Department of Libraries and Archives**

[**https://kdla.ky.gov/records/Pages/default.aspx**](https://kdla.ky.gov/records/Pages/default.aspx)

**Louisiana Secretary of State**

[**https://www.sos.la.gov/HistoricalResources/ManagingRecords/Pages/default.aspx**](https://www.sos.la.gov/HistoricalResources/ManagingRecords/Pages/default.aspx)

**Department of the Secretary of State – Maine State Archives**

[**https://www.maine.gov/sos/arc/records/local/index.html**](https://www.maine.gov/sos/arc/records/local/index.html)

**Maryland State Archives – Records Management Guidance**

[**https://msa.maryland.gov/msa/intromsa/html/record\_mgmt1/index.html**](https://msa.maryland.gov/msa/intromsa/html/record_mgmt1/index.html)

**Secretary of the Commonwealth of Massachusetts**

[**https://www.sec.state.ma.us/pre/prerecordsmanagement.htm**](https://www.sec.state.ma.us/pre/prerecordsmanagement.htm)

**Michigan’s Records Management Services (RMS)**

[**https://www.michigan.gov/dtmb/services/recordsmanagement**](https://www.michigan.gov/dtmb/services/recordsmanagement)

**Michigan State University – University Archives and Historical Collections**

[**https://lib.msu.edu/branches/ua/Records-Management/**](https://lib.msu.edu/branches/ua/Records-Management/)

**Minnesota – a RIM program for this state was not found**

**Mississippi Department of Archives – Government Records**

[**https://www.mdah.ms.gov/state-government**](https://www.mdah.ms.gov/state-government)

**Missouri Secretary of State – Records and Archives**

[**https://www.sos.mo.gov/records/recmgmt/faqConsultation**](https://www.sos.mo.gov/records/recmgmt/faqConsultation)

**Montana Secretary of State & History**

[**https://sosmt.gov/records/management/**](https://sosmt.gov/records/management/)

**Nebraska Secretary of State – Records Management Division**

[**https://sos.nebraska.gov/records-management/records-management-division**](https://sos.nebraska.gov/records-management/records-management-division)

**Nevada State Archives, Library and Public Records**

[**https://nsla.nv.gov/state\_records\_services**](https://nsla.nv.gov/state_records_services)

**New Hampshire Secretary of State – Archives**

[**https://sos.nh.gov/archives-vital-records-records-management/archives/archives-vital-records-records-management-divisions/**](https://sos.nh.gov/archives-vital-records-records-management/archives/archives-vital-records-records-management-divisions/)

**State of New Jersey Records Management Services**

[**https://www.state.nj.us/treasury/revenue/rms/retentiondisposition.shtml**](https://www.state.nj.us/treasury/revenue/rms/retentiondisposition.shtml)

**New Mexico State Records Center and Archives, Vital Records, Records Management Divisions**

[**https://www.srca.nm.gov/**](https://www.srca.nm.gov/)

**New York State Archives**

[**http://www.archives.nysed.gov/**](http://www.archives.nysed.gov/)

**State Archives of North Carolina**

[**https://archives.ncdcr.gov/government/state-government-agencies/state-agency-records-management-tools**](https://archives.ncdcr.gov/government/state-government-agencies/state-agency-records-management-tools)

**North Dakota Information Technology – Records Management**

[**https://www.ndit.nd.gov/services/information-management-0/records-management**](https://www.ndit.nd.gov/services/information-management-0/records-management)

**Ohio Department of Administrative Services**

[**https://das.ohio.gov/buying-and-selling/state-printing-and-mail-services/records-management/records-management**](https://das.ohio.gov/buying-and-selling/state-printing-and-mail-services/records-management/records-management)

**Oklahoma Department of Libraries**

[**https://oklahoma.gov/libraries/state-government/archives-and-records/records-management.html**](https://oklahoma.gov/libraries/state-government/archives-and-records/records-management.html)

**Oregon Secretary of State – Oregon Records Management Solution (ORMS)**

[**https://sos.oregon.gov/archives/Pages/orms.aspx/hprm.html#:~:text=%E2%80%8B%E2%80%8BThe%20Oregon%20Records,its%20kind%20in%20the%20nation**](https://sos.oregon.gov/archives/Pages/orms.aspx/hprm.html#:~:text=%E2%80%8B%E2%80%8BThe%20Oregon%20Records,its%20kind%20in%20the%20nation)**.**

**Pennsylvania Historical and Museum Commission**

[**https://www.phmc.pa.gov/Archives/Records-Management/Pages/State-Records-Center-Information.aspx**](https://www.phmc.pa.gov/Archives/Records-Management/Pages/State-Records-Center-Information.aspx)

**Rhode Island Department of State - Secretary of State, Records Management**

[**https://www.sos.ri.gov/divisions/frequent-filers/records-management**](https://www.sos.ri.gov/divisions/frequent-filers/records-management)

**South Carolina Department of Archives and History**

[**https://scdah.sc.gov/records-management**](https://scdah.sc.gov/records-management)

**State of South Dakota – Bureau of Administration**

[**https://boa.sd.gov/central-services/records-management.aspx**](https://boa.sd.gov/central-services/records-management.aspx)

**Tennessee Secretary of State – Records Management**

[**https://sos.tn.gov/rmd**](https://sos.tn.gov/rmd)

**Texas State Library and Archives Commission**

[**https://www.tsl.texas.gov/slrm/state/schedules**](https://www.tsl.texas.gov/slrm/state/schedules)

**Utah Division of Archives and Records Services**

[**https://archives.utah.gov/rim/CSS/rm-certification/rm-2-1.html**](https://archives.utah.gov/rim/CSS/rm-certification/rm-2-1.html)

**Vermont State Archives and Records Administration – a RIM program for this state was not found**

**Library of Virginia – Records Management**

[**https://www.lva.virginia.gov/agencies/records/**](https://www.lva.virginia.gov/agencies/records/)

**Washington Secretary of State – State Archives**

[**https://www.sos.wa.gov/archives/recordsmanagement/local-government-records-retention-schedules---alphabetical-list.aspx**](https://www.sos.wa.gov/archives/recordsmanagement/local-government-records-retention-schedules---alphabetical-list.aspx)

**West Virginia – a RIM program for this state was not found**

**State of Wisconsin Records Management Reference Guide for State Agency Records Officers**

[**https://doa.wi.gov/Legal/State%20of%20Wisconsin%20Records%20Management%20Reference%20Guide%20%20%20%20%20%20%20%20%20%20%20%20for%20State%20Agency%20Records%20Officers.pdf**](https://doa.wi.gov/Legal/State%20of%20Wisconsin%20Records%20Management%20Reference%20Guide%20%20%20%20%20%20%20%20%20%20%20%20for%20State%20Agency%20Records%20Officers.pdf)

**Wyoming State Archives**

[**https://wyoarchives.wyo.gov/index.php/records-management-services**](https://wyoarchives.wyo.gov/index.php/records-management-services)

**Wildlife Agency Records Management Programs**

**National Marine Fisheries Service (NOAA)**

[**https://www.noaa.gov/organization/administration/nao-205-1-noaa-records-management-program**](https://www.noaa.gov/organization/administration/nao-205-1-noaa-records-management-program)

**U.S. Fish and Wildlife Service (USFWS) General Retention Schedule and Disposition Schedules**

**https://www.fws.gov/policy/283fw2.pdf**

**Other Helpful Records Program Related Sites**

**California State Archives Records Management Basics (YouTube video)**

https://www.youtube.com/watch?v=SuK5hE0y\_-A

**Public Records Act**

<https://mrsc.org/Home/Explore-Topics/Legal/Open-Government/Public-Records-Act.aspx>

**Online Sunshine (2022 Florida Statutes)**

<http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0200-0299/0257/Sections/0257.36.html>

**Ohio Local Government Records Management Program**

[**https://www.ohiohistory.org/research/local-government-records-program/**](https://www.ohiohistory.org/research/local-government-records-program/)

**CoSA Council of State Archivists**

[**https://www.statearchivists.org/electronic-records/state-electronic-records-initiative**](https://www.statearchivists.org/electronic-records/state-electronic-records-initiative)

**Virginia Public Records Management Manual**

[**https://www.lva.virginia.gov/agencies/records/manuals/vprmm.pdf**](https://www.lva.virginia.gov/agencies/records/manuals/vprmm.pdf)