

**WAC 434-662-110 Metadata requirements.** Electronic records transferred to the digital archives must contain sufficient metadata to categorize, search and retrieve the records. All transfers of electronic records to the digital archives must identify the name of the originating agency, the date of transfer, the records series, and other appropriate metadata as specified in the transmittal agreement. The digital archives will not accept electronic records that do not contain appropriate metadata as specified in the transmittal agreement.

[Statutory Authority: RCW 40.14.020(6), chapters 40.14, 42.56, and 43.105 RCW. WSR 08-21-073, § 434-662-110, filed 10/13/08, effective 1/1/09.]