

SECRETARY

Hon. Ellen F. Rosenblum
Multnomah County Courthouse
1021 SW 4th Avenue, Room 512
Portland, OR 97239-1123
(503) 988-5029
FAX: (503) 276-0966
ellen.f.rosenblum@ojd.state.or.us

AMERICAN BAR ASSOCIATION

Office of the Secretary
321 N. Clark Street
Chicago, Illinois 60610-4714
(312) 988-5160
FAX: (312) 988-5153

NOTICE TO ABA ENTITIES REGARDING ARCHIVING

To: Randolph J May, Chair
Section of Administrative Law

From: Ellen F. Rosenblum, Secretary

Date: April 19, 2005

Pursuant to Report 400, adopted by the House of Delegates in 1996, the Association is required to annually review policies adopted by the House of Delegates that have been in place ten years or more. Those public policies that are outdated, duplicative, inconsistent or no longer relevant are to be archived. The Association currently has over 1,000 public policies in effect. This year those that were adopted by the House in 1995 will be considered for archiving.

I would appreciate your help with this project. Your entity is responsible for reviewing the policies on the attached list that are subject to review this year. This is because yours was the original sponsoring entity or, if the original sponsor no longer exists, yours is the successive entity or has similar interest or expertise. Please advise whether you believe any of the policies on this list should be retained as current policy. Also, if you are aware of a policy your entity may have generated in 1995 that is not included in the attached materials, please include it with your response. During this process, your entity should follow its own practices governing policy adoption.

This review process is based on the assumption that a policy on the list will be archived unless there is a request to remove it from the archival list. An archived policy is not considered rescinded, but rather will be retained by the Association for historical purposes. However, once archived, it may no longer be cited as current policy.

All of the listed policies not requested to be removed from the proposed archival list by the submitting entity will remain on the list and be published as part of a Report with Recommendation to the House of Delegates at the 2005 Annual Meeting in Chicago. This will give any member of the House of Delegates a similar opportunity to request removal of the policy from the list, thus preserving it as current policy. The House will then vote on archiving those ten-year-old policies that remain on the archival list.

I appreciate your cooperation and assistance with this project. Please return the enclosed reporting form to my Chicago office no later than **May 3, 2005**. Should you have any questions or need further information, please contact Patti White at 312/988-5165 or whitep@staff.abanet.org.

Attachments

cc: Kimberly Knight