



Identity

Context

Relationships

Controls

Resources

# AXAEM

APPX-based  
Archives Enterprise Manager

Utah State Archives and Records Service

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[www.archives.utah.gov/axaem/axaem.html](http://www.archives.utah.gov/axaem/axaem.html)

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# Utah State Archives

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# Creators & Functions

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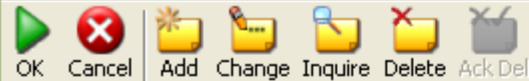
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### Entity Input

<b>Identity</b>	<b>Context</b>	<b>Relationships</b>	<b>Controls</b>	<b>Resources</b>
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**Entity:** 29 Department of Administrative Services. Division of Administrative Rules

**Label Name:** Administrative Rules Division **Created/Born:** 1984

**Entity Type:** SG State Government **Ended/Died:** CCYY

**OK for Versatile:**

### Corporate/Family Structure

**Higher Entity:** 270 Administrative Services **Hierarchy Began:** MM/DD/CCYY

Level Higher Current

1:	AS	AS	Administrative Services
2:		ADR	Administrative Rules
3:			
4:			
5:			

**Go to Higher Entity**

**Go to Lower Entity**

**Edit Structure Codes**

### Identity Elements

<b>Alternate Names</b>	Alternate names of entity, including nicknames.
<b>Multiple Identities</b>	List entities participating as part of a multiple or collaborative identity for this entity.
<b>Official Name</b>	Official authorized (current) name of entity, and its MARC coding.
<b>Parallel Names</b>	Parallel official current names of the entity, such as in multiple languages.
<b>Prior Names</b>	Names the entity used to be known by.
<b>Prior Structure</b>	Structure/hierarchy the entity used to belong to.

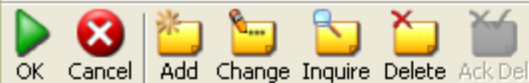
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## Entity Input

Identity   **Context**   Relationships   Controls   Resources

Entity:   29   Department of Administrative Services. Division of Administrative Rules   0

### Contextual Elements

<b>Access Points</b>	Name authority file access points, as defined by MARC.
<b>Biography/History Notes</b>	The official history of a corporation, person, or family, in discrete note fields.
<b>Boundaries</b>	Dates that boundary shapes were effective for this entity, and their extents.
<b>Draft Notes</b>	Draft notes gathered in the field when working with record creators.
<b>General Context</b>	Social, cultural, economic, political, and/or historical milieu of entity.
<b>Legal Status</b>	Legal designation bestowed upon an entity (e.g. Notary Public, LLC, etc).
<b>Lists, Chronological</b>	List of events, dates, and places appended to biogHist.
<b>Lists, General</b>	Structured lists that may be used within many descriptive elements.
<b>Local Descriptions</b>	Local description terms not covered elsewhere.
<b>Mandates</b>	Source of authority for powers, functions, and responsibilities, such as laws.
<b>Occupation</b>	Occupation, if entity is a person.
<b>Org/Genealogy Charts</b>	Attached organizational charts or genealogy of entity.
<b>Outlines</b>	Structured outlines (indented), used in many descriptive elements.
<b>Places</b>	Place names and events associated with this entity.
<b>Structure Notes</b>	Notes about the structure or genealogy of the entity.

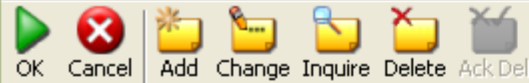
< Exit

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### Mandate

**Key:** 29 - 1

**Mandate:** UCA 63G-3-402 (2010)

**From:** 1987 /MM /DD **To:** CCYY /MM /DD

**Place:**

**Citation:**  **Last Verified:** MM/DD/CCYY hh:mm ss

[Add Xlink](#)

**Styled Text:**  **Style Type:**

**Note:** Title 63G, Chapter 3 has been in place since 1985 (when it was Title 63, Chapter 46a). Sections 63G-3-401 and 402, creating the division and outlining their duties, came into being in 1987 (as 63-46a-9.5 and 10).

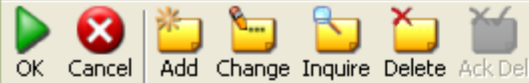
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## Entity Input



Identity	Context	<b>Relationships</b>	Controls	Resources
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**Entity:** 29 Department of Administrative Services. Division of Administrative Rules 0

### Relationship Elements

<b>Related Entities</b>	Relationship of one entity to another, and associated roles.
<b>Related Functions</b>	Functions associated with this entity.
<b>Related Resources</b>	Records related to this entity (subject of or other relation, not created by).

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## Entity Input



- Identity
- Context
- Relationships
- Controls**
- Resources

**Entity:** 29 Department of Administrative Services. Division of Administrative 0  
Rules

### Control Elements

<b>Address</b>	Current address of entity.
<b>Languages</b>	Languages used by the entity.
<b>Mailing List Contacts</b>	Recordkeeping contacts within the entity, and their roles.
<b>Miscellaneous Data</b>	Creation/revision dates, records analyst assigned to entity, and catalog data.
<b>Revision History</b>	Details of what was revised and by whom.
<b>Sources</b>	Sources used to produce the history of the entity.
<b>View EAC</b>	View & save Encoded Archival Context.

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4 <recordId>U-Ar_agency29</recordId>
5 <maintenanceAgency>
6   <agencyCode>US-U-Ar</agencyCode>
7   <agencyName>Utah Division of Archives and Records Service</agencyName>
8 </maintenanceAgency>
9 <languageDeclaration>
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11 </languageDeclaration>
12 <conventionDeclaration>
13  <abbreviation>AACR2</abbreviation>
14  <citation>Anglo American Cataloging Rules 2nd Edition</citation>
15 </conventionDeclaration>
16 <conventionDeclaration>
17  <abbreviation>DACS</abbreviation>
18  <citation>Describing Archives: A Content Standard</citation>
19 </conventionDeclaration>
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21  <maintenanceEvent>
22    <eventType>created</eventType>
23    <eventDateTime standardDateTime=""/>
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25    <agent>Wanda Mae Robinson</agent>
26  </maintenanceEvent>
27 </maintenanceHistory>
28 <sources/>
29 </control>
30 <cpfDescription>
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32    <entityType>corporateBody</entityType>
33    <nameEntry>
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35      <useDates>
36        <dateRange>
37          <fromDate standardDate="1984">1984</fromDate>
38          <toDate standardDate="1987">1987</toDate>
39        </dateRange>
40      </useDates>
41    </nameEntry>
42    <nameEntry>
43      <part>Department of Administrative Services. Division of Administrative Rules</part>
```

```

54      <fromDate standardDate="1984">1984-</fromDate>
55      </dateRange>
56      </existDates>
57      <biogHist>
58      <p> The Office of Administrative Rules, forerunner to the Division of Administrative Rules, was administratively created within the
Division of State Archives (UTSVH00011-A) in September 1984. It was made a division in 1985 by the 46th State Legislature. The mission is
to "promote state legal security and public access to government through publication of rules and enforcement of rulemaking requirements."</
p>
59      <p> Since its inception, DAR has been responsible for establishing procedures for administrative rulemaking, recording
administrative rules, making administrative rules available to the public, publishing semimonthly the proposed administrative rules of the state
(the Utah State Bulletin and the Utah State Digest ), compiling and codifying all current rules in an administrative code (the Utah
Administrative Code), printing and distributing copies of the Code, Bulletin, and Digest, and enforcing the requirements of the Rulemaking Act.
</p>
60      <p> The Office of Administrative Rules, forerunner to the Division of Administrative Rules, was administratively created within the
Division of State Archives (UTSVH00011-A) in September 1984. It was made a division in 1985 by the 46th State Legislature. The mission is
to "promote state legal security and public access to government through publication of rules and enforcement of rulemaking requirements."</
p>
61      <p> DAR is administered by a division director, who is appointed by the executive director of DAS with the approval of the
Governor. A fourteen-member Administrative Rules Review Committee is charged with exercising continuous oversight of the process of
rulemaking, of which ten members are permanent and four are ex officio. Permanent membership is comprised of five state senators,
appointed by the president of the state senate, and five state representatives, appointed by the speaker of the house. No more than three
senators (or three representatives) may be from the same political party. Prior to 1996, this Committee consisted of three senators and three
representatives, of which no more than two of either could be from the same political party. In addition, the Administrative Rules Review
Section (a statutory body from the Governor's Office of Planning and Budget, #762) has coordinated with DAR in reviewing rules since its
creation in March 1988. Rulemaking Act.</p>
62      </biogHist>
63      </description>
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72      </nameEntry>
73      </identity>
74      </cpfDescription>
75      </objectXMLWrap>
76      </cpfRelation>

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  </archdesc>
</ead>
</objectXMLWrap>
</resourceRelation>
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    <ead>
      <archdesc level="series">
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```



### Entity Input

Identity	Context	Relationships	Controls	<b>Resources</b>
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**Entity:** 29 Department of Administrative Services. Division of Administrative Rules 0

#### Resource Elements

<b>Box Totals</b>	Number of boxes associated with this entity and its subunits.
<b>Microfilm Totals</b>	Number of microfilm reels associated with this entity and its subunits.
<b>Series Tied to Entity</b>	Bibliographic records created by this entity.

< Exit

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