

AN ACT  
RELATING TO PUBLIC RECORDS; AMENDING THE INSPECTION OF  
PUBLIC RECORDS ACT; PROVIDING ADDITIONAL DUTIES FOR THE  
CUSTODIAN OF PUBLIC RECORDS FOR A PUBLIC BODY.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF NEW MEXICO:

Section 1. Section 14-2-7 NMSA 1978 (being Laws 1993, Chapter 258, Section 4) is amended to read:

"14-2-7. DESIGNATION OF CUSTODIAN--DUTIES. -- Each public body shall designate at least one custodian of public records who shall:

- A. receive and respond to requests to inspect public records;
- B. provide proper and reasonable opportunities to inspect public records;
- C. provide reasonable facilities to make or furnish copies of the public records during usual business hours; and
- D. post in a conspicuous location at the administrative office of each public body a notice describing:
  - (1) the right of a person to inspect a public body's records;
  - (2) procedures for requesting inspection of public records;
  - (3) procedures for requesting copies of

public records;

(4) reasonable fees for copying public records; and

(5) the responsibility of a public body to make available public records for inspection. "\_\_\_\_\_