

WISCONSIN ADMINISTRATIVE CODE

Chapter PR 1

MICROFILM STANDARDS

PR 1.01 Minimum standards of quality for permanent photographic records

**PR 1.01 Minimum standards of quality for permanent photographic records.** (1) **PURPOSE.** The purpose of this rule is to establish uniform and effective criteria for raw film stock used for reproducing permanent records and the testing of processed film to insure the adequacy of processing methods. The standard is not restricted to microfilm, but applies to motion picture films, roll films and sheet films.

(2) **CHANGES.** When a state agency, city or village considers that this standard does not provide for its essential needs, it shall send a written request for changing the standard to the committee on public records. The request shall be supported by adequate justification explaining why the standard does not provide for essential needs. The committee on public records will determine the appropriate action to be taken and will notify the agency, city or village.

(3) **STANDARDS.** Standard film used for permanent photographic records and the processing and development of that film shall conform to the technical standards contained in the following publications:

American Standard Specifications for Photographic Films for Permanent Records, PH 1.28—1957

American Standard Method for Determining the Thiosulfate Content of Processed Black and White Photographic Film and Plates, PH 4.8—1958

Reference copies of these standards are available from the Department of Administration, Bureau of Management, State Office Building, Madison 2, Wisconsin, and are on file with the Revisor of Statutes and the Secretary of State, Capitol, Madison, Wis. Additional copies are available from the American Standards Association Inc., 10 East 40th Street, New York 16, New York.

(4) **APPLICABILITY.** The above standards are applicable to cities and villages under section 18.01 (5) (c), Wis. Stats., 1961. Cities and villages are not required to comply with documentary standards listed in section 16.80 (7) (b), Wis. Stats., or file a statement of compliance with the committee on public records under section 16.80 (7) (c), Wis. Stats.

**History:** Cr. Register, July, 1962, No. 79, eff. 8-1-62.