

1 IN THE HOUSE

BY THE LABOR AND  
COMMERCE COMMITTEE

2

HOUSE BILL NO. 540

3

IN THE LEGISLATURE OF THE STATE OF ALASKA

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FIFTEENTH LEGISLATURE - SECOND SESSION

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A BILL

6 For an Act entitled: "An Act relating to access to an employee personnel  
7 file."

8 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

9 \* Section 1. AS 23.10 is amended by adding a new section to read:

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ARTICLE 7. EMPLOYEE RIGHTS.

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Sec. 23.10.430. ACCESS TO PERSONNEL FILES. (a) An employer

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shall permit an employee to inspect and make copies of the employee's  
13 personnel file under reasonable rules during regular business hours.

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The employer may require an employee who requests copies of material  
15 in the file to pay the reasonable cost of duplication.

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(b) An employer may not maintain personnel information concern-  
17 ing a specific employee unless a copy of the information is placed in  
18 the employee's personnel file.

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(c) An employer who violates this section is guilty of a class A  
20 misdemeanor.

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(d) In this section,

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(1) "employee" means a person employed by an employer;

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(2) "employer" means a person who employs one or more other

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persons.