

HOUSE BILL NO. 13
IN THE LEGISLATURE OF THE STATE OF ALASKA
EIGHTEENTH LEGISLATURE - FIRST SESSION

BY REPRESENTATIVE B.DAVIS

Introduced: 1/11/93

Referred: Community & Regional Affairs, Judiciary

A BILL

FOR AN ACT ENTITLED

1 **"An Act relating to municipal personnel records."**

2 **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

3 *** Section 1. AS 29.10.200 is amended by adding a new paragraph to read:**

4 **(51) AS 29.20.415 (personnel records).**

5 *** Sec. 2. AS 29.20 is amended by adding a new section to read:**

6 **Sec. 29.20.415. PERSONNEL RECORDS. (a) Personnel records of municipal**
7 **employees, including employment applications and examination materials, are**
8 **confidential and are not open to public inspection except as provided in this section.**

9 **(b) The following information is available for public inspection, subject to**
10 **reasonable restrictions on the time and manner of inspection:**

11 **(1) the names and position titles of all municipal employees;**

12 **(2) the position held by a municipal employee;**

13 **(3) prior positions held by a municipal employee;**

14 **(4) the dates of appointment and separation of a municipal employee;**

1 (5) the compensation authorized for a municipal employee.

2 (c) A municipal employee has the right to examine the employee's own
3 personnel files and may authorize others to examine those files.

4 (d) An applicant for municipal employment who appeals an examination score
5 may review written examination questions relating to the examination unless the
6 questions are to be used in future examinations.

7 (e) Personnel records, including employment applications and examination
8 materials, relating to positions designated by ordinance as confidential or managerial
9 positions in accordance with AS 29.20.410(b) are available for public inspection,
10 subject to reasonable restrictions on the time and manner of inspection.

11 (f) This section applies to home rule and general law municipalities.