

COLORADO FIRST TO IMPLEMENT THE UNIFORM ELECTRONIC LEGAL MATERIAL ACT



July 2011

UELMA is approved

The National Conference Of Commissioners on Uniform State Laws approves the Electronic Legal Material Act (UELMA) at its annual conference in Vail, Colorado.

April 2012

Colorado adopts UELMA

Colorado is first state to adopt the UELMA in HB 12-1206, effective 3/31/2014.

May 2013

LDPAC is created

Legislative Digital Policy Advisory Committee created by HB 13-1182.

March 2014

UELMA is implemented

Colorado Department of State implements the UELMA.



LDPAC = Legislative Digital Policy Advisory Committee

Develop plans for converting existing **archived recordings** of legislative proceedings into a digital format

Implementation of the **Uniform Electronic Legal Material Act**

To **report its findings** to the committee on legal services and the joint budget committee by 11/1/2013



1. Designate the electronic record as **official** 
2. **Authentication** of official electronic record
3. **Preservation** of legal material in official electronic record 
 - Integrity (Security)
 - Backup and Disaster Recovery
 - Continuing Usability (Public Access)

1. Designate the electronic record as official



24-4-103(11)(b)C.R.S. The secretary of state shall cause to be published in electronic form, and may cause to be published in printed form, at the least cost possible to the state, the code of Colorado regulations and the Colorado register no less often than once each calendar month. In the event of any discrepancy between the electronic and printed form of the code or the register, the electronic form shall prevail unless it is conclusively shown, by reference to the rule-making filings made with the secretary of state pursuant to this section, that the electronic form contains an error in publication. [amended 2010 per SB 10-123]

It's official. (Since 2007)

2. Authenticate



24-71.5-105. Authentication of official electronic record

An official publisher of legal material in an electronic record that is designated as official under section 24-71.5-104 shall authenticate the record. To authenticate an electronic record, the publisher shall provide a method for a user to determine that the record received by the user from the publisher is unaltered from the official record published by the publisher.

2... 4... 6... 8... How will we authenticate?

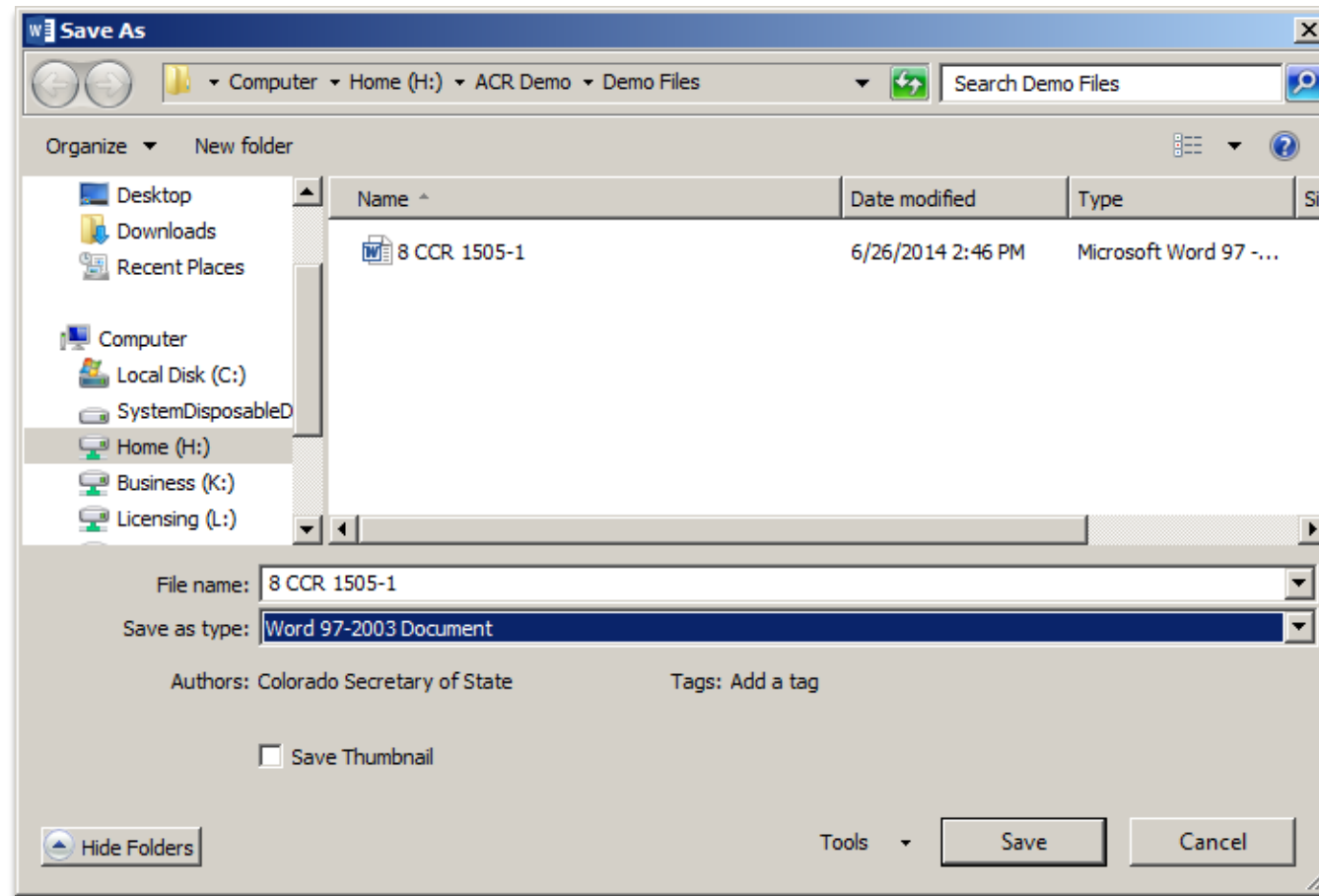
Our solution:



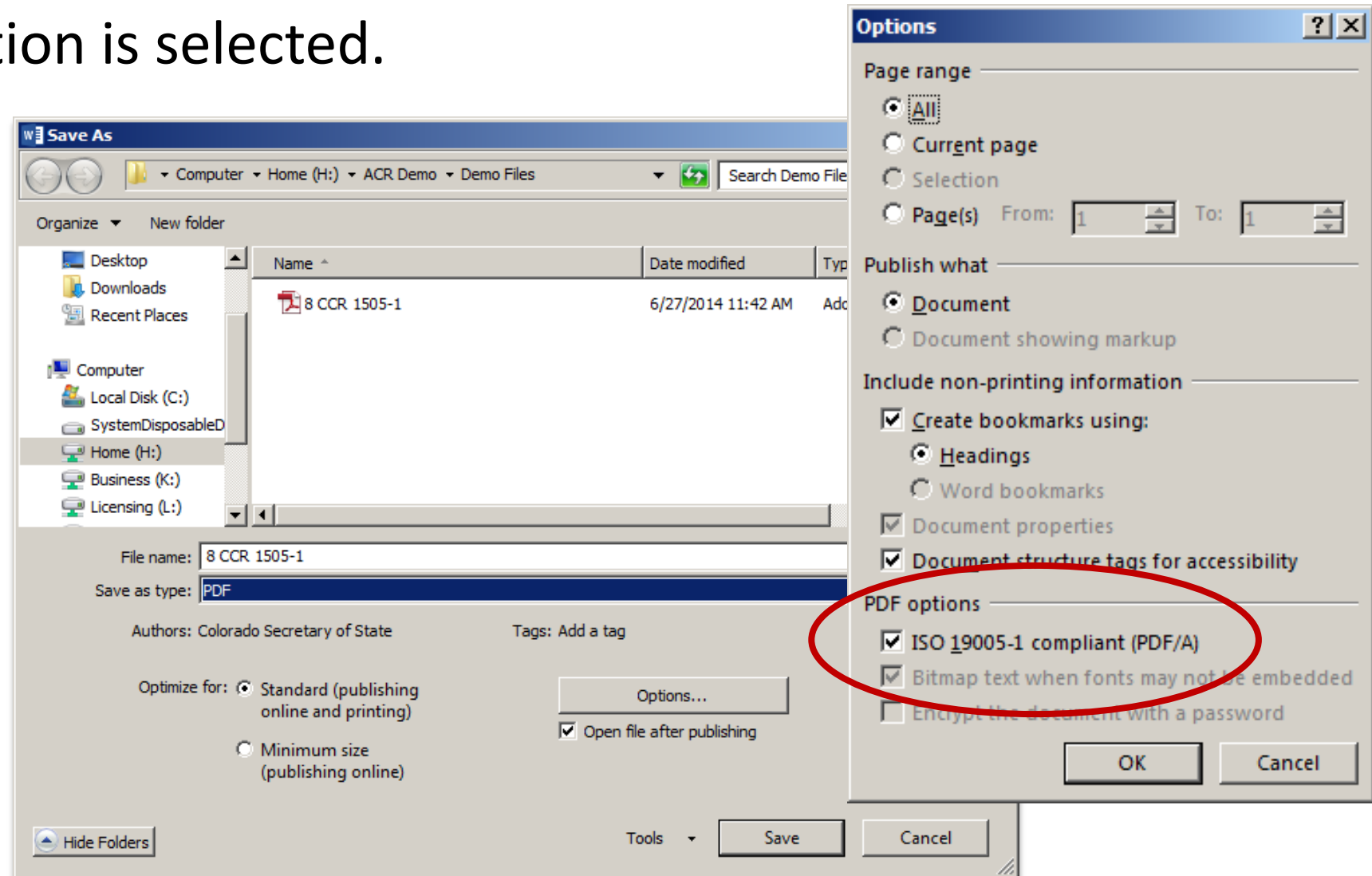
Entrust[®]



A rule is created or updated in Microsoft Word.
It is first saved as a Word document.

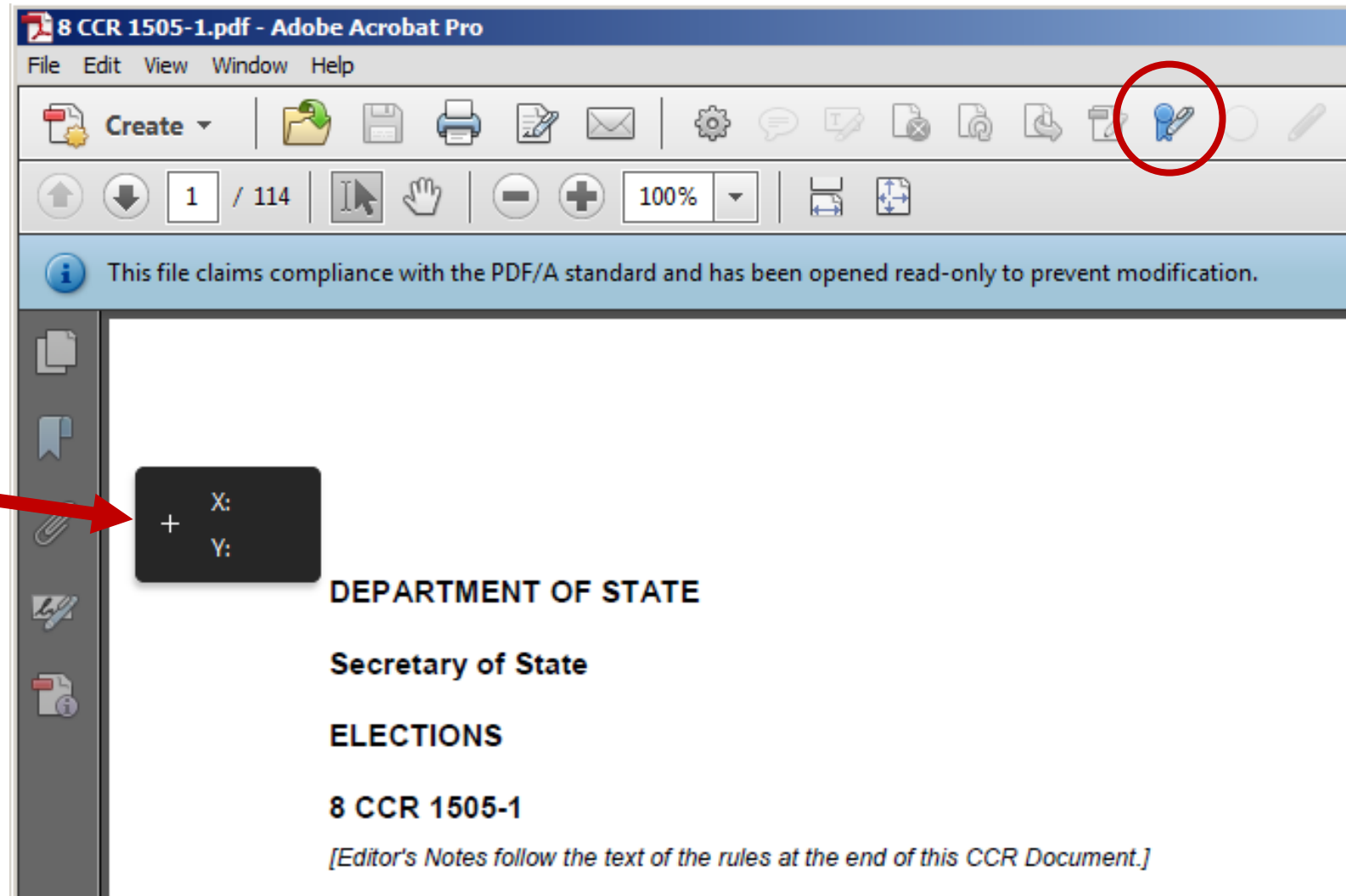


Then it's saved as a PDF.
The PDF/A option is selected.

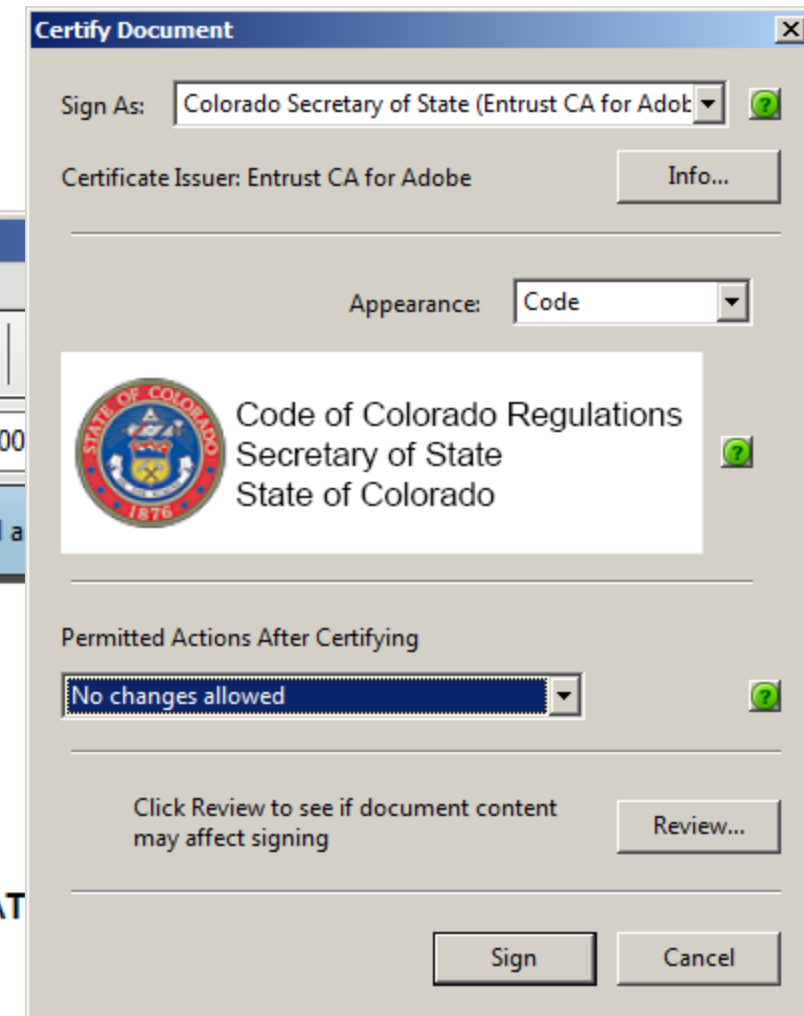
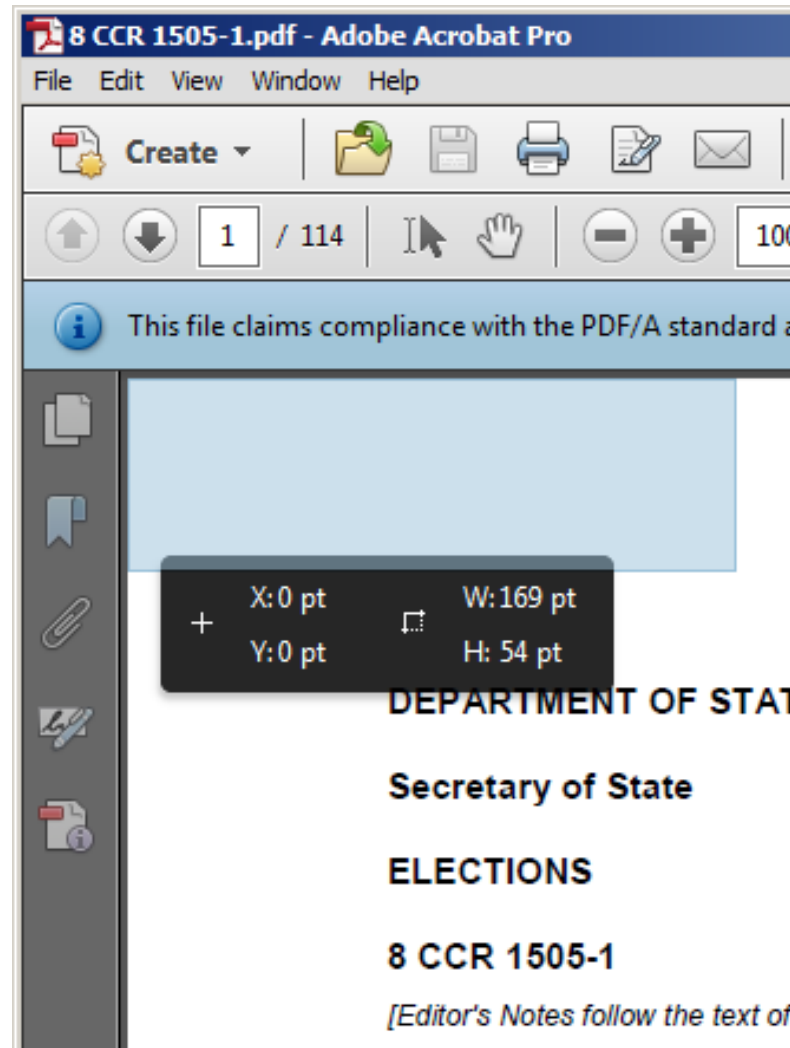


The PDF is opened in Adobe Acrobat Pro.
A custom authentication stamp is drawn.

Cursor coordinates
(Ensures a consistent stamp)



The PDF is signed with the Entrust token.
No changes are allowed after certifying.



The token PIN is entered and the certification is complete.
The PDF is now ready to publish in the Code of Colorado Regulations.

Token Logon

SafeNet Authentication Client

Enter the Token PIN.

Token Name:

Token PIN:

Current Language: **EN**

505-1.pdf - Adobe Acrobat Pro

View Window Help

ate ▾



1 / 114



Certified by Colorado Secretary of State <SoftwareLic@sos.state.co.us>, Colorado Secretary of State, certificate issued by Entrust CA for Adobe.



Code of Colorado Regulations
Secretary of State
State of Colorado

DEPARTMENT OF STATE

Secretary of State

3. Preservation



24-71.5-107. Preservation of legal material in official electronic record

(1) An official publisher of legal material in an electronic record that is or was designated as official under section 24-71.5-104 shall provide for the preservation and security of the record in an electronic form or a form that is not electronic.

(2) If legal material is preserved in an electronic record, the official publisher shall:

- (a) Ensure the integrity of the record;
- (b) Provide for backup and disaster recovery of the record; and
- (c) Ensure the continuing usability of the material.

(a) Ensure the **integrity** of the record

- Entrust digital certificate provides
 - Digital signatures to sign Adobe PDF files
 - Visual trust indicators that verify who published the document and whether it's been altered
- CDOS IT Division provides
 - Network perimeter and web application firewalls ensure security of website
- Application Security features
 - Secure login access with permission levels for agency filers and CDOS admin

(b) Provide for **backup and disaster recovery of the record**

- **CDOS Backup and Recovery**
 - Data recorded daily on disks for short-term backup
 - Data recorded daily on tapes stored off-site for 2 weeks
 - Tapes returned to CDOS stored on-site for approximately 3 months

(b) Provide for backup and **disaster recovery** of the record

Enterprise Facility for Operational Recovery, Readiness Response & Transition (eFOR³T)

An enterprise-level, state-of-the-art Tier III disaster recovery facility offering state agencies and government entities an alternative, voluntary solution for their business continuity and disaster recovery practices.

Participating member agencies enjoy a secure, professionally managed facility that includes space, power and connectivity to operate their own information technology equipment.

(c) Ensure the **continuing usability** of the material

- Public access
 - Provided via CDOS' website. As long as the Secretary of State has a website, public access is assured.
- Document storage
 - Each rule is stored in Microsoft Word format in our database and in PDF/A format in our file system
- PDF/A (Archival)
 - Standard established by International Organization for Standardization (ISO)
 - Differs from PDF by omitting features ill-suited to long-term archiving
 - Designed to give a minimal feature set to enable long term storage assuming that storage formats will vary in future rendering a full PDF document either partially or totally unreadable

Code of Colorado Regulations

Browse Rules

[Home](#) > [Browse rules](#) > [1505 Department of State](#) > [1505 Secretary of State](#) > 8 CCR 1505-2

8 CCR 1505-2 BINGO AND RAFFLES GAMES

[In the PDF, where is the table of contents for each rule?](#)

Current version

[8 CCR 1505-2 effective 01/01/2014 \(PDF\)](#)

All versions

Effective date (PDF)	Tracking #	Filing Type
01/01/2014	2013-00935	Permanent Rule
03/30/2013	2012-01062	Permanent Rule
09/14/2011	2011-00326	Permanent Rule
05/16/2010	2010-00122	Permanent Rule
10/31/2008	2008-01184	Admin Change by SOS
07/30/2008	2008-00764	Admin Change by SOS
07/30/2008	2008-00411	Permanent Rule
04/30/2008	2008-00410	Emergency
11/30/2006	2006-00392	Permanent Rule
09/22/2006	2006-00950	Admin Change by SOS
Imported		Permanent Rule

Effective dates link to prior versions

Tracking Numbers link to rule-making records

2013 – 2014 Highlights

Initial plan was to outsource and build entire new eFiling and ePublishing systems

Requirements prioritized and project executed in-house

Operational Support Team (OST)

- Project Manager / Business Analyst
- User Acceptance Testing “War Room” concept
- Detailed test scripts

Collaboration between Program team, B&L Division’s legal analyst and IT Division

LDPAC Engagement

PARAGRAPH-BASED TO DOCUMENT-BASED

Colorado First to Implement the Uniform Electronic Legal Material Act

2007

[History](#) | [Display Entire Rule](#)

[CCR Home](#)
Department: 1505 Department of State
Agency: 1505 Secretary of State
CCR Title: 8 CCR 1505-1 ELECTIONS

2014

+

8 CCR 1505-1 ELECTIONS

DEPARTMENT OF STATE

Rule 1. Definitions

Rule 2. Voter Registration

Rule 3. Rules Concerning Quali

Rule 4. Coordinated Elections

Rule 5. Nonpartisan Elections n

Rule 6. Election Judges

Rule 7. Elections Conducted by

Rule 8. Watchers

Rule 9. Voting Challenges

Rule 10. Canvassing and Reco

Rule 11. Voting Systems

Rule 12. Recall

Rule 13. Election and HAVA Co

Show/Hide IDs

1910348

DEPARTMENT OF STATE

1910349

Secretary of State

1910350

ELECTIONS

1910351

8 CCR 1505-1

1910352

[Editor's Notes follow the text of

1910353

1910354

Rule 1. Definitions

1910355

1.1 As used in these Rules, i

1910356

1.1.1 "Ballot measure" m

1910357

1.1.2 "Blank ballot" mea

scanner.

Certified by Colorado Secretary of State <SoftwareLic@sos.state.co.us>, Colorado Secretary of State, certificate issued by Entrust CA for Adobe.

Bookmarks

DEPARTMENT OF STATE

Rule 1. Definitions

Rule 2. Voter Registration

Rule 3. Rules Concerning Qualified Political Organizations

Rule 4. Coordinated Elections


Rule 5. Nonpartisan Elections not Coordinated by the County Clerk

Rule 6. Election Judges

Rule 7. Elections Conducted by the County Clerk and Recorder

Rule 8. Watchers

Rule 9. Voting Challenges

Code of Colorado Regulations
Secretary of State
State of Colorado

DEPARTMENT OF STATE

Secretary of State

ELECTIONS

8 CCR 1505-1

[Editor's Notes follow the text of the rules at the end of this CC

Rule 1. Definitions

1.1 As used in these Rules, unless stated oth

For the Department of State's Administrative Rules Program:

- Publishing is substantially more efficient
- “Work-around” procedures to convert text to HTML using separate computers to format text using Word 2003 Service Pack 2 are no longer required
- Can now generate a PDF version of the Colorado Register with one click, add bookmarks, authenticate the document in compliance with the UELMA, then publish it online
- Flexibility in administrative filing options
- Enhanced search capability

For Colorado's Rule-making State Agencies:

- Secure and printer-friendly versions of regulations provided for their users
- Duplicative effort to publish their rules on their own websites no longer necessary
- Improved guidance and helpful tools for rules coordinators
- Improved password management
- New eFiling options: termination, non-rulemaking public notices, annual departmental regulatory agendas

1 / 76

100%

Sign
Comment

Certified by Colorado Secretary of State <SoftwareLic@sos.state.co.us>, Colorado Secretary of State, certificate issued by Entrust CA for Adobe.
Signature Panel

Bookmarks

- DEPARTMENT OF PERSONNEL AND ADMINISTRATION
- PURPOSE
- STATUTORY AUTHORITY
- DEFINITIONS
- APPLICABILITY
- RESPONSIBILITY
- ADMINISTRATIVE HARDSHIP
- CHAPTER 1 : ACCOUNTING
- CHAPTER 2 : DISBURSEMENT
- CHAPTER 3
- CHAPTER 4
- CHAPTER 5: TRAVEL
- CHAPTER 6: CASH
- CHAPTER 7: BUDGET
- CHAPTER 8: REPORTING
- CHAPTER 9: PAYROLL
- Editor's Notes

Code of Colorado Regulations
Secretary of State
State of Colorado

DEPARTMENT OF PERSONNEL AND ADMINISTRATION

Division of Finance and Procurement

STATE FISCAL RULES

1 CCR 101-1

[Editor's Notes follow the text of the rules at the end of this CCR Document.]

PURPOSE

The purpose of these fiscal rules is to establish the policy for the education concerning internal control for the State of Colorado.

STATUTORY AUTHORITY

Colorado Revised Statutes created the powers and duties of the State Controller for fiscal rules.

DEFINITIONS

The following definitions are incorporated into these rules:

State agency or institution of higher education - bureau, college, university, or institution of higher education or any other authority.

State Financial System - The official accounting system of the State Controller.

APPLICABILITY

These fiscal rules are applicable to all employees of the state, and to all funds in the executive branch of state government.

Signature Properties

Document certification is valid, signed by Colorado Secretary of State <SoftwareLic@sos.state.co.us>.

Signing Time: 2014/03/27 11:03:54 -06'00'

Validity Summary

The Document has not been modified since it was certified.

The certifier has specified that no changes are allowed to be made to this document.

The signer's identity is valid.

The signature includes an embedded timestamp. Timestamp time: 2014/03/27 11:03:57 -06'00'

Signature was validated as of the secure (timestamp) time: 2014/03/27 11:03:57 -06'00'

Signer Info

The path from the signer's certificate to an issuer's certificate was successfully built.

The signer's certificate is valid and has not been revoked.

Show Signer's Certificate...

Advanced Properties...
Validate Signature
Close

Administrative Rules Program
Colorado Department of State
1700 Broadway, Suite 200
Denver, CO 80290

rules@sos.state.co.us

303-894-2200 Ext. 6418