

Preparing For Implementation

Improving Records Management

Chapter II

Section 4: Obligations on public authorities

- (1) Every public authority shall:
 - (a) maintain all its records duly catalogued and indexed in a manner and form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerised are, within a reasonable time and subject to availability of resources, computerised and connected through a network all over the country on different systems so that access to such records is facilitated;...