

The Office of the Secretary of State not only prepares and records all requisitions, extraditions, pardons, and commutations granted by the Governor, but keeps on file all administrative regulations adopted by any State officer or department. (Code 1957, 1971 Repl. Vol., Art. 41, secs. 9, and 247).

Of increasing importance, the office keeps a record of all charitable organizations and contributions received by them (Code 1957, 1971 Repl. Vol., Art. 41, secs. 103 A-103 G.) The financial disclosures of public officials are maintained in the Secretary's office and are open to public inspection, as are the files of campaign contributions made to public officials in excess of \$100, if the individual who made the contribution does business with the State in excess of \$10,000. Also, the Secretary of State is empowered to place upon the ballot for the Maryland Presidential Primary, the name of any person whose candidacy he feels is generally advocated or recognized in the national news media. (Code 1957, 1971 Repl. Vol., Art. 33, secs. 12-2).

The Secretary issues, every two years, a Manual of the State of Maryland to be compiled and printed by the Hall of Records Commission (Code 1957, 1971 Repl. Vol., Art. 41, secs. 104-106).

Division of State Documents

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The Division of State Documents was created within the Office of the Secretary of State by Chapter 600, Acts of 1974. The administrator is appointed by the Governor and is responsible for the administration of the State Documents Law (Code 1957, 1971 Repl. Vol., 1975 Supp., Art. 41, secs. 256B-256T).

The primary duties of the Division are to print and distribute two official State publications: (1) the Code of Maryland Regulations (COMAR) formerly known as Maryland Agency Rules and Regulations (MARR). COMAR is the permanent compilation of all Maryland's administrative regulations and is presently being republished and will be made available to both public and private subscribers. (2) The *Maryland Register*, a bi-weekly publication which serves as a temporary supplement to COMAR. The *Register* prints all proposed and adopted regulations of the State's administrative agencies, notices of related public hearings, hearing notices of legislative committees of the General Assembly, proposed and adopted rules of court, hearing

calendars of the Courts of Appeal, synopses of all laws proposed and enacted each year by the General Assembly, all Executive Orders, notices of bids requested and awards announced on State construction projects, and any other document the General Assembly or the AELR Committee requires or permits to be published. A subject index to the *Register* is published quarterly. Periodically, all regulations which achieve adopted status, and all Executive Orders generally permanent in nature, are taken from the pages of the *Register* and integrated into COMAR, thereby updating the permanent compilation of administrative regulations.

No administrative regulation subject to the Administrative Procedure Act and the State Documents Law is effective until it has been published in the *Maryland Register*. The text of any document appearing in the *Maryland Register* is the only official, valid, and enforceable text of that document. Any document appearing in the *Maryland Register* and COMAR is admissible evidence in all court proceedings.

Subscription information pertaining to both the *Maryland Register* and COMAR may be obtained by writing or calling the Division's offices.

Staff: 1975, 5; 1976, 6; 1977, 6.