

FORM C
[Clause 5(c)]

Public Records - Office of the Executive Council

AGREEMENT DATED THE ____ DAY OF _____, 20 ____.
BETWEEN:

The Honourable _____
(the "Premier")

– and –

The Provincial Archives of Saskatchewan
(the "Provincial Archives")

WHEREAS the Provincial Archives is authorized pursuant to *The Archives and Public Records Management Act* to receive and manage public records of the Office of the Executive Council (the "Records") in accordance with an approved records schedule and pursuant to a written agreement between the Provincial Archives and the Premier;

AND WHEREAS the Premier is the custodian of the Records relating to the activities of the Office of the Executive Council;

AND WHEREAS the Premier recognizes that the Records are of provincial significance and should be preserved for reasons of accountability and for future use by the people of Saskatchewan;

AND WHEREAS the Premier wishes to transfer to the Provincial Archives the existing Records and any Records to be created in the future during his or her term(s) of office as Premier of Saskatchewan, subject to the restrictions on access to and use of the Records as stipulated in this agreement;

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the covenants, agreements and conditions contained in this agreement, the parties to this agreement promise, covenant and agree as follows:

In accordance with the approved records schedule, the Premier agrees to transfer and deliver the Records to the Provincial Archives, and the Provincial Archives agrees to accept receipt of the Records that have been transferred and delivered in the past and that may be transferred and delivered in the future from the Premier on the understanding, terms and conditions as follows:

- (a) the Records shall be permanently preserved and identified as "The Public Records of the Office of the Executive Council";
- (b) the Records shall be made available for use and research purposes in accordance with *The Freedom of Information and Protection of Privacy Act* and the policies and procedures that may be established by the Provincial Archives or its successors respecting the use of the Records in its possession;
- (c) the Provincial Archivist and staff have the right of confidential access to the Records for the purpose of arranging, classifying, boxing and storing the Records in accordance with standard archival principles and procedures, including procedures for the preservation of the Records.

IN WITNESS WHEREOF the parties have set their hand the day and year first above written.

SIGNED AND DELIVERED

In the presence of:

Witness

} _____
President of the Executive Council

PROVINCIAL ARCHIVES OF SASKATCHEWAN:

Chairperson of the Board of Directors

Provincial Archivist and Secretary