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STATUTORY RULES OF NORTHERN IRELAND

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**2009 No. 69**

**PUBLIC RECORD OFFICE**

**Public Use of the Records (Management  
and Fees) Rules (Northern Ireland) 2009**

*Made - - - - 2nd March 2009*

*Coming into operation 13th April 2009*

**PUBLIC USE OF THE RECORDS (MANAGEMENT  
AND FEES) RULES (NORTHERN IRELAND) 2009**

1. Citation and commencement
2. Interpretation
3. Payment of fees
4. Payment of fees may be dispensed with in cases where...
5. Rules governing admission
6. A user may be refused admittance to the Office unless...
7. Every user visiting the lecture theatre or the exhibition area...
8. Every user seeking admission to the search room or reading...
9. Every user seeking admission to the search room or the...
10. Use of Lockers
11. Use of Equipment
12. A user shall not make any mark on, fold, lean...
13. A user shall not use any writing material other than...
14. A user shall not use any erasers, ink, typing correcting...
15. A user shall not make tracings of records without the...
16. A user shall access only internet sites approved by the...
17. Behaviour
18. A user inspecting records in the reading rooms shall avoid...
19. A user may be excluded from the Office for any...
20. Issue of Records
21. A user shall not have more than five records issued...
22. Records which in the opinion of the Deputy Keeper or...
23. The Deputy Keeper or a designated officer may issue specific...
24. Records which are not yet described in the indexes, catalogues,...
25. Return of Records
26. Any user in a reading room who leaves his table...
27. On completion of a search or inspection of the records...

**Status:** This is the original version (as it was originally made).

28. A user consulting the indexes, catalogues, calendars or other finding...
29. Revocation  
Signature

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SCHEDULE Scale of fees payable for the search or copying of certain public records and for the handling and certification of such copies.  
Explanatory Note