

**Chapter 200-380 WAC  
PRINT MANAGEMENT**

NEW SECTION

**WAC 200-380-010 Purpose and authority.** RCW 43.19.742 directs the department to establish rules and guidelines for all agencies to use to improve efficiencies and minimize the costs of agency-based printing, in managing their printing operations, including both agency-based printing and those jobs that require services of a print shop, as based on the successes of implementation of existing print management programs in state agencies.

NEW SECTION

**WAC 200-380-020 Definitions.** For the purposes of this chapter, the definitions in this section apply unless the context clearly requires otherwise. Additional definitions are in RCW 39.26.010.

(1) "Agency-based printing" means an agency's internal printing, including printing done by that agency's in-house print shop, but does not include printing that requires a private sector print shop or another state agency's print shop.

(2) "Department" means the department of enterprise services.

(3) "Managed print services (MPS)" means a service-based method of delivering overall management and optimization of any print equipment needs of an agency. MPS may include providing a print assessment, managing equipment and supplies (excluding paper), usage monitoring, analysis, reporting, and maintenance and service.

(4) "Print management" means the overarching general term that applies to the management of all agency printing operations, including agency self-service and supplier generated printed material, services, and/or equipment. Examples include, but are not limited to, MPS and print services.

NEW SECTION

**WAC 200-380-030 Requirements of each agency.** (1) In managing their printing operations, all agencies shall implement cost and resource savings strategies to improve efficiencies and minimize the cost of printing jobs, including optimization and reduction of both agency-based printing, and those jobs that require services of a private sector print shop or another state agency's print shop.

(2) Agencies shall implement such strategies based on the successes of implementation of existing print management programs in state agencies.

(3) Agencies must implement managed print strategies to track, manage, and reduce agency-based printing, to include implementation of

managed print services where applicable, pursuant to RCW 43.19.733 and the department's *Print Management Guidelines*.