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PAPERLESS BILL DRAFTING AND EDITING

- The North Dakota Legislative Council implemented its LEGEND system (Legislative Enterprise North Dakota) prior to the 2011 legislative session.
- Although designed to be a paperless system, most users did not anticipate moving to a paperless process immediately.
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Electronic work request form
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

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LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Transition of work request to drafter

Work request appears on my dashboard
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Use LEGEND drafting function to create draft
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Select appropriate statutory sections from database to create bill draft
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Create rough draft of bill within LEGEND
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

- Transition electronic draft to another attorney for review – "secondheading"
Bill draft now under "secondheading" on dashboard for review by second attorney.
"Secondheader" transitions bill draft to next reviewer – either office director or support staff for incorporating changes made in the secondheading process. The bill continues to be transitioned electronically through the remainder of the review process – proofreading and editing. Upon completion, bill will be emailed to legislator.
Proofing and Editing

- Proofers review grammar and adherence to style guidelines, read against existing code, verify formatting, and make appropriate revisions.

- Editor provides final quality check with respect to form and style – editor does not perform legal review.
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

Hurdles to Overcome Before Becoming Entirely Paperless and Challenges in Using LEGEND

- Initial reluctance from drafters to work with and learn a new process.
- Becoming accustomed to reviewing and editing on a monitor takes time.
- LEGEND system is not as change-tracking "friendly" as some would prefer.
- "Transition" process can sometimes be slow.
- Dashboard currently must be refreshed manually.
LEGEND SYSTEM PAPERLESS DRAFTING AND EDITING

Other Utilities and Uses of LEGEND System

- Anybody can add comments or notes to drafts to be viewed by anybody else in the process.
- System also is used for amendment drafting and interim committee meeting procedures, including creation of meeting notices, agendas, and committee minutes.
Questions?

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