



for **Contractors/Vendors** for **Government Entities** for **State Employees** for the **Public**

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**Series**  
**Authorization No:** 10551294      **Agency:** AGO      **Division:** AT67      **Section:** NA      **Revision:** 0

**Agency Series No.:** 67-OAG-15      **Record Series Title:** Section Policies and Procedures  
**Record Series Description:** Documents outlining section policies, procedures, practice and/or protocols. Used to inform employees of section practices and operational standards.

**Agency Web Link:**

**Confidential Description**      **Vital Description**

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ORC 1331.16 Investigative Demand and ORC 149.43(A)(1)(h) CLEIRS exemption

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	1 year after superceded		Delete

**Approvals:**

<b>Created</b>		<b>Date:</b> 3/29/2010
<b>Approved</b>	Pari Swift, Records Officer	<b>Date:</b> 3/29/2010
<b>Approved</b>	Michael Hardenbrook, Record Administrator	<b>Date:</b> 3/30/2010
<b>Approved</b>	Martin Meeks, State Auditor	<b>Date:</b> 3/30/2010
<b>Approved</b>	Fred Previts, State Archivist	<b>Date:</b> 4/2/2010

**Notes:**

Note Date	Note Description	User