



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

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Series
Authorization No: 10550817 **Agency:** AGO **Division:** BCII **Section:** NA **Revision:** 0

Agency Series No.: BCI-INV-18 **Record Series Title:** Request for Assistance Reports
Record Series Description: Description of assistance requested, county, date, employee receiving request, report number and description of assistance provided

Agency Web Link:

Confidential Description **Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Paper	Retain 3 years after closing then destroy		Burn

Approvals:

Created		Date: 9/13/2001
Approved	Sherrie Willis, Records Coordinator	Date: 9/13/2001
Approved	Sherrye Willis, Records Officer	Date: 12/7/2001
Approved	Michael Hardenbrook, Record Administrator	Date: 12/12/2001
Approved	Charles Arp, State Archivist	Date: 12/20/2001
Approved	Martin Meeks, State Auditor	Date: 12/20/2001

Notes:

Note Date	Note Description	User