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Series
Authorization No: 10551631 **Agency:** AGO **Division:** CR70 **Section:** NA **Revision:** 0

Agency Series No.: 70-OAG-49 **Record Series Title:** Ohio Civil Rights Commission Meeting Files
Record Series Description: Memo and agenda items, including draft order, summary of cases, and legal recommendation for disposition of case, prepared by the Attorney General's Office to inform the Ohio Civil Rights Commission (OCRC) of items for its agenda at commission meetings. Provides the OCRC with the information it needs to vote to close a case. Also contains, but is not limited to, copies of investigatory probable cause cases from the OCRC, written complaints by the AGO Civil Rights section on cases, OCRC confirmation agenda and other materials for the commission meeting, as well as minutes from the OCRC meeting.

Agency Web Link:

Confidential Description **Vital Description**

Attorney/Client Privilege

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	Retain for 3 years.		Delete
Paper	Retain for 3 years unless scanned and saved electronically.		Shred

Approvals:

Created		Date: 11/21/2016
Approved	Nathan Owens, Records Coordinator	Date: 11/21/2016
Approved	Pari Swift, Records Officer	Date: 11/21/2016
Approved	Bunnie Jones, Record Administrator	Date: 11/28/2016
Approved	Fred Previts, State Archivist	Date: 11/29/2016
Approved	Martin Meeks, State Auditor	Date: 12/1/2016

Notes:

Note Date	Note Description	User