



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

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Series
Authorization No: 10551023 **Agency:** AGO **Division:** HUMR **Section:** NA **Revision:** 1

Agency Series No.: 567-OAG-17 **Record Series Title:** JOB AUDITS
Record Series Description: Job audit request from employees, DAS responses, AGO responses, rules, recommendations, position description questionnaires and related documents.

Agency Web Link:

Confidential Description **Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Paper	Retain 5 years then destroy.		Shred

Approvals:

Created		Date: 12/7/2007
Approved	Cliff Edgington, Records Officer	Date: 12/7/2007
Approved	Michael Hardenbrook, Record Administrator	Date: 12/13/2007
Approved	Martin Meeks, State Auditor	Date: 12/14/2007
Approved	Jelain Chubb, State Archivist	Date: 3/11/2008

Notes:

Note Date	Note Description	User