



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

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[Section List](#)

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[DAS Home](#)
[State Home](#)
[Agency Contacts](#)

Series
Authorization No: 10551092 **Agency:** AGO **Division:** HUMR **Section:** NA **Revision:** 0

Agency Series No.: 567-OAG-34 **Record Series Title:** Continuing Legal Education Files

Record Series Description: CLE seminar information, registration, evaluations, participants list, brochures, hand out materials.

Agency Web Link:

Confidential Description

Vital Description

| Media | Retention Period | Retention Justification | Method of Disposal |
|-------|------------------------------|-------------------------|--------------------|
| Paper | Retain 5 years then destroy. | | Trash |

Approvals:

| | | |
|----------|---|------------------|
| Created | | Date: 8/2/2002 |
| Approved | Sherrye Willis, Records Officer | Date: 8/29/2002 |
| Approved | Michael Hardenbrook, Record Administrator | Date: 9/10/2002 |
| Approved | Charles Arp, State Archivist | Date: 10/23/2002 |
| Approved | Martin Meeks, State Auditor | Date: 10/23/2002 |

Notes:

| Note Date | Note Description | User |
|-----------|------------------|------|
|-----------|------------------|------|