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**Series**  
**Authorization No:** 10551349      **Agency:** AGO      **Division:** HUMR      **Section:** NA      **Revision:** 1

**Agency Series No.:** 567-oag-51      **Record Series Title:** Equal Employment Opportunity Investigation Files

**Record Series Description:** File maintained per OAC 123:1-49-14 to maintain compliance with Equal Employment Opportunity (EEO) regulations. Can include, but may not be limited to, EEO discrimination complaint form and receipt notification, investigative report, investigative questionnaire, evidentiary material, and documentation of findings/determination.

**Agency Web Link:**

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

ORC 149.43(A)(1)(h) Confidential Law Enforcement Investigatory Record and OAC 123:1

Media	Retention Period	Retention Justification	Method of Disposal
Paper	5 years after resolution	Resolution being cases resolved within agency, by EEOC or by U.S. Court, whichever is final.	Shred
Machine Readable	5 years after resolution	Resolution being cases resolved within agency, by EEOC or by U.S. Court, whichever is final.	Delete

**Approvals:**

<b>Created</b>		<b>Date:</b> 4/12/2011
<b>Approved</b>	Pari Swift, Records Officer	<b>Date:</b> 4/12/2011
<b>Approved</b>	Michael Hardenbrook, Record Administrator	<b>Date:</b> 4/18/2011
<b>Approved</b>	Martin Meeks, State Auditor	<b>Date:</b> 4/19/2011
<b>Approved</b>	Fred Previts, State Archivist	<b>Date:</b> 4/22/2011

**Notes:**

Note Date	Note Description	User