



View Schedule

- [Return to Welcome Schedule](#)
- [General Schedule List](#)
- [Search](#)
- [Agency/Divison/Section List](#)
- [Login Help](#)
-
- [Site Map](#)
- [Search](#)
- [DAS Home](#)
- [State Home](#)
- [Agency Contacts](#)

Series Authorization No: 10551504 Agency: AGO Division: HUMR Section: NA Revision: 0

Agency Series No.: 567-OAG-62 Record Series Title: Random Drug Test Form

Record Series Description: Form from the Department of Administrative Services (DAS) completed by the Attorney General's Office for each person on DAS's randomly generated roster. Form includes name and ID number for employee being tested, date of drug test, type of test, and testing site. (Rosters and results retained by DAS according to DAS retention schedules).

Agency Web Link:

Confidential Description Vital Description

Media	Retention Period	Retention Justification	Method of Disposal
Paper	2 years	In line with federal requirements such as 49 CFR 199.22(b)(2), (b)(3) and (c)(2)	Recycle

Approvals:

Created		Date: 7/9/2012
Approved	Pari Swift, Records Officer	Date: 7/9/2012
Approved	Bunnie Jones, Record Administrator	Date: 8/3/2012
Approved	Martin Meeks, State Auditor	Date: 8/6/2012
Approved	Fred Previts, State Archivist	Date: 8/7/2012

Notes:

Note Date	Note Description	User

