



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

## View Schedule

[Return to Welcome](#)

Schedule

- [New](#)
  - [Agency Specific](#)
  - [General](#)
- [Pending\(115\)](#)
- [Obsolete](#)
- [General Schedule List](#)

[Disposal](#)

[Search](#)

[Agency/Division /Section New](#)

[Agency/Division /Section Edit/Delete](#)

[Agency/Division/ Section List](#)

[Login](#)  
[Help](#)

[Site Map](#)  
[Search](#)  
[DAS Home](#)  
[State Home](#)  
[Agency Contacts](#)

**Series**  
**Authorization No.:** 10551269      **Agency:** AGO      **Division:** IA56      **Section:** NONE      **Revision:** 0

**Agency Series No.:** IA-oag-01      **Record Series Title:** Internal Audit Committee Quarterly Meeting Packet  
**Record Series Description:** Meeting packet prepared for quarterly meetings. Includes agenda, previous meeting's notes, audit reports, audit plan, corrective action follow-up sheets, and the Quarterly Internal Audit Activity Report. The packet serves to inform committee members of the status and progress of internal audit activities, topics to be discussed, and demonstrates compliance with OAC 109-1-04(D).

**Agency Web Link:**

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

| Media            | Retention Period                  | Retention Justification | Method of Disposal |
|------------------|-----------------------------------|-------------------------|--------------------|
| Paper            | 4 years from close of fiscal year |                         | Recycle            |
| Machine Readable | 4 years from close of fiscal year |                         | Delete             |

**Approvals:**

|          |   |                 |
|----------|---|-----------------|
| Created  |   | Date: 9/15/2009 |
| Approved | Pari Swift, Records Officer               | Date: 9/15/2009 |
| Approved | Michael Hardenbrook, Record Administrator | Date: 9/16/2009 |
| Approved | Fred Previts, State Archivist             | Date: 9/18/2009 |
| Approved | Martin Meeks, State Auditor               | Date: 9/18/2009 |

**Notes:**

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