



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

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Series  
 Authorization No: 10551148      Agency: AGO      Division: SC89      Section: NA      Revision: 0

Agency Series No.: 89-OAG-8

Record Series Title: Electronic data systems pertaining to Special Coun

Record Series Description: This record series contains all records maintained with the "Professional File System" and the "Special Counsel File System." These systems are electronic databases containing electronic records pertaining to Special Counsel assignments, invoices, controlling board information, mail management, projections, client information and special counsel contact information.

Agency Web Link:

Confidential Description

Vital Description

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	Retain until superseded, obsolete or replaced, then destroy.		Erase

**Approvals:**

Created		Date: 9/17/2002
Approved	Sherry Willis, Records Officer	Date: 11/5/2002
Approved	Michael Hardenbrook, Record Administrator	Date: 11/14/2002
Approved	Charles Arp, State Archivist	Date: 11/15/2002
Approved	Martin Meeks, State Auditor	Date: 11/15/2002

**Notes:**

Note Date	Note Description	User
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