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Series
Authorization No: 10551192 **Agency:** AGO **Division:** P562 **Section:** NA **Revision:** 1

Agency Series No.: 562-OAG-2 **Record Series Title:** BILL FILES

Record Series Description: Creates a file for each bill in the current General Assembly that pertains to the functions of the Attorney Generals Office. Bills are tracked from introduction to passage and files include any relevant memos, analyses or opinions.

Agency Web Link:

Confidential Description **Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Paper	Retain 5 years prior to destroying	have reviewed by State Archives.	Trash
Machine Readable	Retain 5 years then erase.		Erase

Approvals:

Created		Date: 7/10/2003
Approved	Sherrye Willis, Records Officer	Date: 7/10/2003
Approved	Michael Hardenbrook, Record Administrator	Date: 7/11/2003
Approved	Charles Arp, State Archivist	Date: 9/2/2003
Approved	Martin Meeks, State Auditor	Date: 9/2/2003

Notes:

Note Date	Note Description	User
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