



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

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Series
Authorization No: 10551124 **Agency:** AGO **Division:** P562 **Section:** NA **Revision:** 1

Agency Series No.: 562-OAG-19 **Record Series Title:** CONFERENCES AND OFFICE WIDE EVENTS
Record Series Description: Record of all materials generated by and relating to the planning of all Attorney Generals Office conferences and office wide events such as Operation Feed and Combined Charitable Campaign.

Agency Web Link:

Confidential Description **Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Paper	Retain 4 years then destroy.		Trash
Machine Readable	Retain 4 years then destroy.		Delete

Approvals:

Created		Date: 12/3/2002
Approved	Sherrye Willis, Records Officer	Date: 12/3/2002
Approved	Michael Hardenbrook, Record Administrator	Date: 12/10/2002
Approved	Charles Arp, State Archivist	Date: 12/17/2002
Approved	Martin Meeks, State Auditor	Date: 12/17/2002

Notes:

Note Date	Note Description	User

