



RECORDS RETENTION AND DISPOSITION SCHEDULE

Motor Vehicles, Bureau of. Audit Services Division.

Agency: Audit Services Division		Division:	
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION <i>(This Retention Schedule is approved on a space-available basis)</i>	RETENTION PERIOD
1	84-261	BRANCH FILES Typical files contain official audit working papers of the license branch, including final audit reports, theft reports, and/or operational concerns. Files are arranged in license branch number order. Disclosure of these records may be affected by IC 5-14-3-4(b)(6). Retention based on IC 9-14-12-9.	TRANSFER to the Indiana Archives for EVALUATION, SAMPLING, or WEEDING, pursuant to archival principles; two (2) years after receipt of STATE BOARD OF ACCOUNTS Audit Report and satisfaction of unsettled charges.