



RECORDS RETENTION AND DISPOSITION SCHEDULE

Motor Vehicles, Bureau of. Security And Investigations Division.

Agency: Security And Investigations Division		Division:	
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION <i>(This Retention Schedule is approved on a space-available basis)</i>	RETENTION PERIOD
1	2008-61	INCIDENT REPORTS Documentation of investigations of non-employee injury to person or property reported at BMV branches. Retention based on IC 34-11-2-4.	DESTROY after two (2) years and after receipt of STATE BOARD OF ACCOUNTS Audit Report and satisfaction of unsettled charges.
2	2008-62	INVESTIGATIONS RECORDS Forms, records, and/or accountable items that pertain to an investigation of non-employee fraudulent or inappropriate conduct. Retention based on IC 34-11-2-7.	DESTROY after six (6) years and after receipt of STATE BOARD OF ACCOUNTS Audit Report and satisfaction of unsettled charges.