



# RECORDS RETENTION AND DISPOSITION SCHEDULE

## Attorney General's Office. Advisory Section.

Agency: Advisory Section		Division:	
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION (This Retention Schedule is approved on a space-available basis)	RETENTION PERIOD
1	83-1385	<b>REQUEST FOR OPINION AND UNOFFICIAL OPINIONS OF THE ATTORNEY GENERAL</b> Unofficial opinions and all requests for legal guidance (whether official or unofficial) fall under attorney/client privilege, thus disclosure of these records may be affected by IC 34-46-3-1(1). Official Opinions, once issued, are publications, covered by GRPUB-1 on the General Retention Schedule for all State Agencies, and therefore are not included here. Records may exist in paper or electronic format.	TRANSFER to the INDIANA ARCHIVES for EVALUATION, SAMPLING or WEEDING pursuant to archival principles, five (5) years after the year the unofficial opinion was issued to the requestor. If electronic, the records must be transferred in a format approved by Indiana Archives staff.