



RECORDS RETENTION AND DISPOSITION SCHEDULE
Attorney General's Office. Solicitor General.

Agency: Solicitor General		Division:	
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION <i>(This Retention Schedule is approved on a space-available basis)</i>	RETENTION PERIOD
1	2022-16	JOIN REQUESTS (NOT CASES - LEGAL, POLICY, OR OTHER ISSUES) May include materials related to a matter or issue that the Office of the Attorney General has been asked to sign-on to or otherwise join. Records may exist in paper or electronic format. This is an exception to GRADM-3 on the General Retention Schedule for all State Agencies to provide longer agency retention before transfer to the Indiana Archives.	TRANSFER hard copies to the RECORDS CENTER after file has been closed. TRANSFER to the INDIANA ARCHIVES for EVALUATION, SAMPLING, and WEEDING pursuant to archival principles after an additional five (5) years in the RECORDS CENTER. TRANSFER electronic records to the INDIANA ARCHIVES for EVALUATION, SAMPLING, and WEEDING pursuant to archival principles, in a format approved by Indiana Archives staff, five (5) years after file has been closed.