

# STATE OF NEW JERSEY



## COUNTY INSPECTOR GENERAL

**C580000-001**

Records Retention and Disposition Schedule				Agency: C580000		Schedule: 001		Page #:1 of 1		
<b>Department:</b>	COUNTY INSPECTOR GENERAL			<b>Agency Representative:</b>		Robert Farkas				
<b>Division:</b>				<b>Title:</b>		Mercer County Inspector General				
<b>Bureau:</b>				<b>Phone #:</b>						
SCHEDULE APPROVAL: Unless in litigation, the records covered by this schedule, upon expiration of their retention periods, will be deemed to have no continuing value to the State of New Jersey and will be disposed of as indicated in accordance with the law and regulations of the State Records Committee. This schedule will become effective on the date approved by the State Records Committee.										
<b>Agency Representative Signature:</b>			<b>Date:</b>		<b>Secretary, State Records Committee Signature:</b>			<b>Date:</b>		
			4/14/2011					5/19/2011		
Record Series #	Record Title and Description	Audit	Alternate Media	Archival Review	Vital Record	Confidential	Retention Policy		Disposition	Citation
							Total Retention Period	Minimum Period in Agency		
0001-0000	County Inspector General Investigative Case Files --- Includes, but not limited to: complaint, investigation worksheet, supporting documentation collected and final report. The Office of Inspector General is authorized to receive and investigate complaints concerning alleged fraud, waste, abuse or mismanagement of county funds of all recipients, including county departments, authorities, commissions, and colleges.									
0001-0001	County Inspector General Investigative Case Files --- Complaint, investigation worksheet and supporting documentation collected.		X			C	10 Years After completion of investigation		Destroy	
0001-0002	County Inspector General Investigative Case Files - Final Report		X		X	P	Permanent		Retain at Agency	
0001-0003	County Inspector General Investigative Case Files - Referred --- Complaints or matters referred to other authorities.					P	3 Years		Destroy	