

ACTIVE AR-1'S (Retention Schedules) for the Dept. of Agriculture Conservation Districts

<u>OLD</u> <u>AR-1#</u> <u>For Reference</u> <u>ONLY</u>	<u>DEPT</u>	<u>Division</u>	<u>Section</u>	<u>AR-1 Title</u>	<u>Retention</u>	<u>Active AR-1's</u> <u>Ar-1#</u>	<u>Retention</u>
96-235	Agriculture	Natural Resources	Conservation Districts	Conservation Commission Minutes	Permanent or transfer to State Archives. (Supersedes AR-1 #5564)	GAC-GOV-03	Permanent
96-241	Agriculture	Natural Resources	Conservation Districts	Conservation Districts Minutes (Copies) (These minutes are not official signed copies and are not received from every district)	Permanent - Retain 1 year, then transfer to State Archives.	GAC-GOV-03	Permanent
96-236	Agriculture	Natural Resources	Conservation Districts	Conservation Districts, Boundaries and Names Files	Permanent or transfer to State Archives.	NRM-LWR-06	Permanent
96-240	Agriculture	Natural Resources	Conservation Districts	Budget File (Copies)	Retain 2 years, then destroy.	FIN-BUD-04	FYE 5
96-242	Agriculture	Natural Resources	Conservation Districts	Conservation Districts Elections File	Retain 2 years after election date, then destroy. (Supersedes AR-1 #5565)	ADM-GMT-26	OBS/SUP
96-243	Agriculture	Natural Resources	Conservation Districts	Watershed Districts' Elections File	Retain 2 years after election date, then destroy.	ADM-GMT-26	OBS/SUP