

DEPARTMENT OF HUMAN RESOURCES  
DIVISION OF SOCIAL SERVICES  
INFORMATION AND COMMUNICATIONS SECTION  
PERSONAL COMPUTER DEVELOPMENT BRANCH

Records Retention and Disposition Schedule

The Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

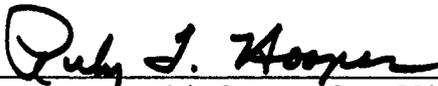
PERSONAL COMPUTER DEVELOPMENT BRANCH

do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. Public records including machine readable records not listed in this schedule are not authorized to be destroyed. The

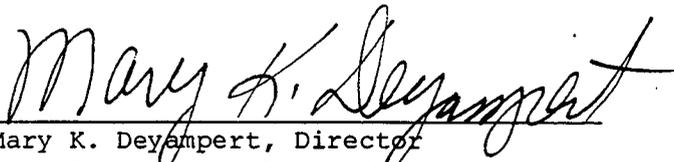
PERSONAL COMPUTER DEVELOPMENT BRANCH

agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

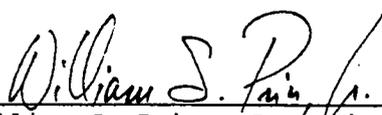
APPROVAL RECOMMENDED



Ruby T. Hooper, Chief Records Officer  
Department of Human Resources



Mary K. Deyampert, Director  
Division of Social Services

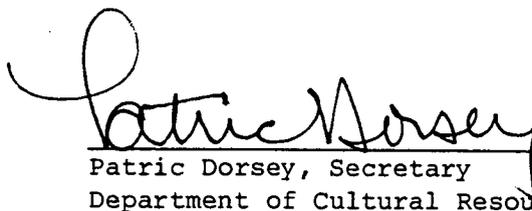


William S. Price, Jr., Director  
Division of Archives and History

APPROVED



David T. Flaherty, Secretary  
Department of Human Resources



Patric Dorsey, Secretary  
Department of Cultural Resources

May 6, 1991

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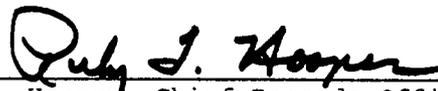
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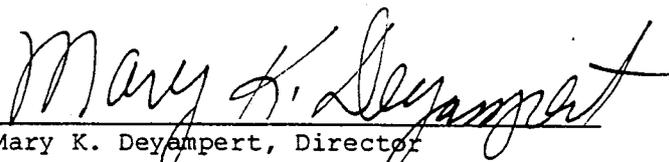
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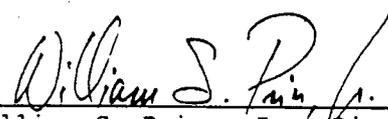
APPROVAL RECOMMENDED



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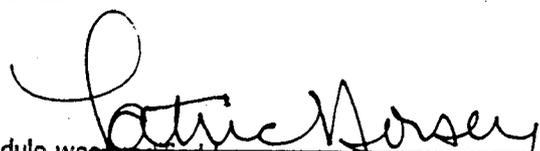


William S. Price, Jr., Director  
Division of Archives and History

APPROVED



David T. Flaherty, Secretary  
Department of Human Resources



Patricia Dorsey, Secretary  
Department of Cultural Resources

May 6, 1991

This schedule was modified to comply with the provisions of the General Schedule for State Agency Records, effective October 1, 2000. Remaining items retain the original date shown below.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF SOCIAL SERVICES  
INFORMATION AND COMMUNICATIONS SECTION  
PERSONAL COMPUTER DEVELOPMENT BRANCH**

**ITEM 3621. APPLICATIONS SOURCE CODE (ELECTRONIC) FILE.**

Backup diskettes containing personal computer application source code, electronically recorded applications documentation, and compiled user-ready product. Diskettes data concerns applications used on personal computers within the Division of Social Services and throughout the state in county child support agencies.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center monthly for back-up security storage. Agency representative will retrieve periodically and update or erase as necessary.