

DEPARTMENT OF ADMINISTRATION
COMMISSION OF INDIAN AFFAIRS
SUBSTANCE ABUSE PREVENTION AWARENESS PROGRAM

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

SUBSTANCE ABUSE PREVENTION AWARENESS PROGRAM

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.

SUBSTANCE ABUSE PREVENTION AWARENESS PROGRAM

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 This schedule is to remain in effect until superseded.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

Dianne S. Green
Dianne S. Green, Chief Records Officer
Department of Administration

A. Bruce Jones
A. Bruce Jones, Executive Director
Commission of Indian Affairs

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

APPROVED

Katie G. Dorsett
Katie G. Dorsett, Secretary
Department of Administration

Betty Ray McCain
Betty Ray McCain, Secretary
Department of Cultural Resources

July 27, 1994

JH

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Dianne S. Green, Chief Records Officer
Department of Administration



A. Bruce Jones, Executive Director
Commission of Indian Affairs

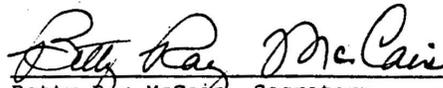


William S. Price, Jr., Director
Division of Archives and History

APPROVED



Katie G. Dorsett, Secretary
Department of Administration



Betty Ray McCain, Secretary
Department of Cultural Resources

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 of approval.

July 27, 1994

JH

**DEPARTMENT OF ADMINISTRATION
COMMISSION OF INDIAN AFFAIRS
SUBSTANCE ABUSE PREVENTION AWARENESS PROGRAM**

ITEM 37228. SUBSTANCE ABUSE PREVENTION AWARENESS PROGRAM FILE.

Records concerning the Substance Abuse Prevention Awareness Program. File includes documentation of commission meetings, substance abuse meetings, and project director's meetings; brochures; Governor's Council on Alcohol reports; and newsletters.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.