

OFFICE OF THE GOVERNOR
ADMINISTRATION OFFICE
GOVERNOR'S PAGE PROGRAM

PROGRAM RECORDS RETENTION AND DISPOSITION SCHEDULE

The Program 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

GOVERNOR'S PAGE PROGRAM

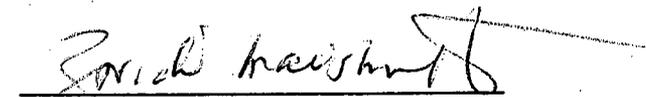
do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention 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 electronic records not listed in this schedule or in the *General Schedule for State Agency Records* are not authorized to be destroyed.**

The

GOVERNOR'S PAGE 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 This schedule is to remain in effect until superseded.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

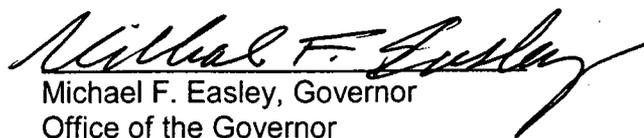

Zorida Maighnath, Chief Records Officer
Office of the Governor

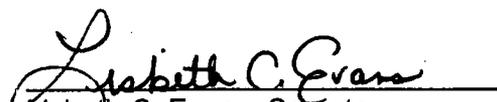

Sheila Rademacher, Coordinator
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APPROVED


Michael F. Easley, Governor
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Lisbeth C. Evans, Secretary
Department of Cultural Resources

September 28, 2001

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ITEM 45871. SECURITY BACKUPS (ELECTRONIC) FILE.

Records on computer readable media identical in digital format to electronic records created and maintained in the office and retained off-site in a separate location in case the original records are damaged or inadvertently erased. File also includes logs, directories, and other related records.

DISPOSITION INSTRUCTIONS: Destroy in office when administrative value ends.