

OFFICE OF THE GOVERNOR
ADMINISTRATION
FISCAL AFFAIRS

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

Fiscal Affairs Office

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**

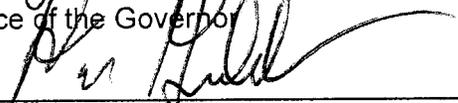
Fiscal Affairs Office

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 This schedule is to remain in effect until superseded.

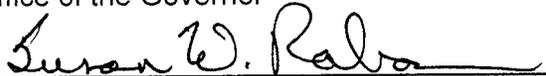
APPROVAL RECOMMENDED



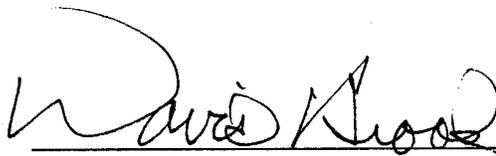
Amy Blinson, Chief Records Officer
Office of the Governor



Dan Gerlach, Senior Policy Advisor for Fiscal Affairs
Office of the Governor



Susan Rabon, Senior Assistant for Administration
Office of the Governor



Dr. David Brook, Director
Division of Historical Resources

APPROVED



Michael F. Easley
Governor



Lisbeth C. Evans, Secretary
Department of Cultural Resources

April 12, 2007

CSB

**OFFICE OF THE GOVERNOR
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Item 47935. Policy and Issues File. Records in paper and electronic formats concerning policy issues that come before the Fiscal Affairs Office. File includes recommendations to the Office of the Governor for policy and funding initiatives pertaining to specific state agencies, related correspondence, reports, and other related records.

DISPOSITION INSTRUCTIONS: Print electronic records and interfile with related paper records. Destroy in office electronic versions of records when reference value ends. Transfer paper records to the State Records Center when administrative value ends, but no later than the end of Governor's administration. Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.