

CITY OF LOS ANGELES NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

| *Records of Department: | City Employees Retirement System |
|---------------------------|--|
| Additional Information: | /CER/00/ ADMINISTRATIVE SERVICES DIVISION |
| Submitting Date: | 6/6/2022 Email me a copy |
| *Quantity: | 50 Boxes |
| Records Dated From | 01/01/1975 To 04/30/2022 |
| Description: | 50 boxes A011, A012 and A013 with a retention of TE+107. Electronic records stored on EDMS server plus a backup on another server. This meets the requirements of Admin Code 12.5(2)(a) which provides for retention of electronic documents inside of a retention period for paper documents. |
| Attachment: [2 MB max] | Detach 2022.06.02 Request to Destroy Obsolete Records.pdf |

Department Authorization

| Authorizing Person: | Todd Bouey | Date: | 06/06/2022 | |
|---------------------|------------|-------|------------|--|
|---------------------|------------|-------|------------|--|

City Clerk Authorization

In accordance with Section 12.5 (d) of the Los Angeles Administrative Code (LAAC) and the Mayor's Executive Directive No. 50, I hereby certify that the attached Request for Authority to Dispose of Obsolete Records has been reviewed by my office and to the best of my knowlege is complete, accurate, and adequate. City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.

• APPROVE

O REJECT

Authorizing Person:

PETTY SANTOS

Date Signed: 06/06/2022

Signature:

Date of Notification:

06/06/2022

(Records will be held for 60 days from this date).

SUBMIT

