



CITY OF LOS ANGELES NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

*** Records of Department:** Port of Los Angeles

Additional Information: BOARD OF HARBOR COMMISSIONERS

Submitting Date: 10/4/2022 Email me a copy

*** Quantity:** 32 Boxes

Records Dated From 01/01/1911 **To** 12/31/2007

Description: ORIGINAL RECORDS:
INSURANCE; PERSONNEL; TRAVEL AUTHORITY; BHC SECRETARY; REVOCABLE PERMITS; ORGANIZATIONS/MEMBERSHIPS AND GENERAL CORRESPONDENCE
MAXIMUM RETENTION: TO+ 10 YEARS

Attachment: [2 MB max] [HDX02 10042022.pdf](#)

Department Authorization

Authorizing Person: Marla Bleavins **Date:** 10/04/2022

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 knowledge is complete, accurate, and adequate. City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.

APPROVE

REJECT

Authorizing Person:

PETTY SANTOS

Signature:

Date Signed:

10/04/2022

Date of Notification: 10/04/2022 (Records will be held for 60 days from this date).

SUBMIT

CANCEL