

## CITY OF LOS ANGELES NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

*Records of Department: Housing Department   Additional Information: ADMINISTRATIVE SERVICES DIVISION/BUDGET AND MANAGEMENT SERVICES S   Submitting Date: 8/9/2023   *Quantity: 9   Boxes   Records Dated From 01/01/2011   Description: 9 BOXES OF PHYSICAL RECORDS AND 24 ELECTRONIC FILES. THESE ARE REQUESTS FOR PROPOSALS (RFPs) with a TE+5 RETENTION PERIOD.   Attachment: [2 MB max]	4	
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Submitting Date: 8/9/2023 Email me a copy   *Quantity: 9 Boxes   Records Dated From 01/01/2011 To 12/31/2017   Description: 9 BOXES OF PHYSICAL RECORDS AND 24 ELECTRONIC FILES. THESE ARE REQUESTS FOR PROPOSALS (RFPs) with a TE+5 RETENTION PERIOD.		
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Attachment: [2 MB max] Detach LAHD 9 BOXES AND 24 E-FILES 08092023.pdf	Description:	THESE ARE REQUESTS FOR PROPOSALS (RFPs) with a TE+5 RETENTION
Department Authorization		

## **Department Authorization**

**Authorizing Person:** 

Luz Santiago

## **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 City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.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:

**Date:** 08/09/2023

Signature:

Date of Notification:

08/10/2023

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



