

CITY OF LOS ANGELES
NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

RECORDS OF: INFORMATON TECHNOLOGY AGENCY
665 Boxes

RECORDS
DATED FROM 1964 – 2008

As summarized and detailed in the attached report from the Information Technology Agency.

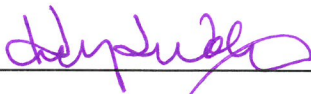
AUTHORIZED BY:

DEPARTMENT AUTHORIZATION:

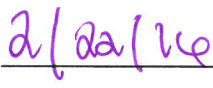
Laura Ito, Chief Management Analyst
(signature located in attached report from ITA)

March 25, 2015

CITY CLERK AUTHORIZATION:



Holly L. Wolcott, City Clerk



Date

DATE OF
NOTIFICATION February 29, 2016 (Records will be held for 60 days from this date)

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: March 25, 2015

REF: ASB-056-15

To: Information Technology and General Services Committee

From: 
Laura Ito, Chief Management Analyst
Information Technology Agency

Subject: **REQUEST TO DESTROY OBSOLETE RECORDS SUMMARY**SITUATION:

In accordance with instructions from the Information Technology and General Services Committee, it is requested that authority be granted to destroy the following records unless stated otherwise.

RECORDS OF: Information Technology, Management Services

Schedule No.	Schedule Item No.	Record Series Title	Count No. and/or Range	Quantity of Boxes
ITA/01	A046	Certification Interview Files	1 to 9	9
ITA/01	A047	Paygrade Adv. Interview Files	10	1
ITA/01	A049	Purchasing Records	11 to 25	15
ITA/01	A049	Purchasing Records	26 to 27	2 (Retain)
ITA/01	A049	Purchasing Records	28 to 45	18
ITA/01	O002	Aging of Receivables	46 to 56	11
ITA/01	O003	Automated Want and Warrant System	57 to 115	59 (Retain)
ITA/01	O007	Class File	116 to 132	17
ITA/01	O028	Resource Billing System	133 to 137	5
ITA/01	O031	Systems Documentation	138 to 139	2
ITA/01	O033	Weekly Crew Time Sheet	140 to 214	75
ITA/01	O034	Work Orders by Agency	215 to 261	47
ITA/01	O036	Work Order Transmittal	262 to 269	8
ITA/01	O037	Non-Civil Service-Employee Records	270 to 274	5
ITA/01	O038	Personal Service Contracts	275 to 278	4
ITA/01	O040	Telephone Bills	279 to 454	176
ITA/01	O041	Radio/Telephone Log	455 to 594	140
ITA/01	O042	Responses to Request for Proposals	595 to 608	14
ITA/01	O044	Correspondence and Subject Files	609 to 655	47
ITA/02	D007	Correspondence and Subject Files	1 to 42	42
ITA/03	O002	Correspondence and Subject Files	1 to 17	17
ITA/05	O003	Off-Site Tape and Doc Storage	1 to 3	3
ITA/06	D003	Documentation	1	1
ITA/06	D008	Memoranda	2 to 3	2
ITA/06	D011	Requisitions and Purchase Orders	4	1
ITA/08	D006	Work Order Transmittals	1 to 5	5

REASONS:

The records are recommended for destruction due to the expiration of their retention time periods. Department review indicated that there is no operational reason for extending the retention period.

Attachment

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT	
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 99/00	TO+10	7/22/1999	6/19/2000	DO	000000834 CRC	752099	1	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 00/01 (1 of 2)	TO+10	8/24/2000	2/27/2001	DO	000000835 CRC	752100	2	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 00/01 (2 of 2)	TO+10	3/7/2001	6/22/2001	DO	000000836 CRC	752101	3	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY01/02 (1 of 2)	TO+10	7/3/2001	10/31/2001	DO	000000837 CRC	752102	4	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY01/02 (2 of 2)	TO+10	1/11/2002	6/26/2002	DO	000000838 CRC	752103	5	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 02/03 (1 of 2)	TO+10	5/9/2002	11/19/2002	DO	000000839 CRC	752104	6	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 02/03 (2 of 2)	TO+10	11/2/2002	4/22/2003	DO	000000840 CRC	752105	7	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 03/04	TO+10	8/7/2003	10/30/2003	DO	000000841 CRC	752106	8	<i>RV</i>
A046. /ITA/01/	CERTIFICATION INTERVIEW FILES Certification List/Interview Folders FY 98/99	TO+10	12/17/1998	6/14/1999	DO	000000846 CRC	752111	9	<i>RV</i>
A047. /ITA/01/	PAYGRADE ADVANCEMENT INTERVIEW FILES Paygrade Examination Correspondences	TO+10	1/1/2000	12/1/2000	DO	000000848 CRC	754089	10	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO COMMUNICATION (A - F)	TO+5	7/1/2001	6/30/2001	DO	000000799 CRC	743569	11	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO COMMUNICATION (G - Z)	TO+5	7/1/2001	6/30/2001	DO	000000800 CRC	743570	12	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO FOR MOTOROLA	TO+5	7/18/2001	8/20/2002	DO	000000801 CRC	743571	13	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS 2001 MAINTENANCE & 2002 ONE TIME PO	TO+5	6/7/2001	6/25/2002	DO	000000802 CRC	743572	14	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO# 290664-307623/ ONE TIME PO# 180911-307683	TO+5	5/9/2003	6/20/2003	DO	000000803 CRC	743574	15	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS SMS PO MONTHLY MAINTENANCE	TO+5	7/1/2002	6/30/2003	DO	000000804 CRC	743575	16	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO MAINTENANCE	TO+5	7/1/2002	6/30/2003	DO	000000805 CRC	743576	17	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO	TO+5	7/1/2001	6/30/2002	DO	000000806 CRC	743577	18	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO# 182947 - 289092	TO+5	7/5/2002	5/6/2003	DO	000000807 CRC	743578	19	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS FAX SUPERSTORE, MOTOROLA, CPO/PO - OTHER DEPARTMENT	TO+5	6/20/2001	6/3/2003	DO	000000808 CRC	743579	20	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO COMMUNICATION A - N	TO+5	7/1/2002	6/30/2003	DO	000000809 CRC	743580	21	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO (OTHER DEPTS.)	TO+5	3/6/2001	7/2/2003	DO	000000810 CRC	743581	22	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO & ONE TIME PO	TO+5	2/1/2001	6/21/2001	DO	000000811 CRC	743582	23	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO CIMMUNICATION	TO+5	7/1/2000	6/30/2001	DO	000000812 CRC	743583	24	<i>RV</i>
A049. /ITA/01/	PURCHASING RECORDS CPO	TO+5	7/1/2000	6/30/2002	DO	000000813 CRC	743584	25	<i>RV</i>

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

Date: 2/3/2015

PAGE: Page 2 of 27

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
A049. /ITA/01/	PURCHASING RECORDS CASH RECEIPTS	TO+5	6/19/2002	7/1/2002	DO	000000814	743585	26
A049. /ITA/01/	PURCHASING RECORDS CASH RECEIPTS	TO+5	12/24/2003	4/2/2004	DO	000000815	743586	27
A049. /ITA/01/	PURCHASING RECORDS MCI/SBC PHONE BILL STRAGGLERS	TO+5	1/1/2004	2/28/2007	DO	000000816	743587	28 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS 2002 AFE LOG/2004 TL/AE 4-10/11 AE 5-10/11	TO+5	12/21/2001	12/14/2005	DO	000000817	743588	29 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS ITA PURCHASING CARD STATEMENTS	TO+5	7/1/2005	12/31/2005	DO	000000818	743589	30 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS ITA PURCHASING CARD STATEMENTS	TO+5	1/1/2006	5/31/2006	DO	000000819	743590	31 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS ITA PURCHASING CARD STATEMENTS	TO+5	1/1/2005	6/30/2005	DO	000000820	743591	32 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS ITA PURCHASING CARD STATEMENTS	TO+5	7/26/2004	12/27/2004	DO	000000821	743592	33 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS ITA PURCHASING CARD STATEMENTS	TO+5	1/1/2000	12/31/2000	DO	000000822	743593	34 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS SMS PO MONTHLY MAINTENANCE	TO+5	7/1/2003	6/30/2004	DO	000000823	743594	35 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS NEOCOMP. MEMOS 1999-2002	TO+5	11/22/2002	6/7/1999	DO	000000824	743595	36 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS NEOCOMP. MEMOS 2003 - 2007	TO+5	9/24/2003	1/16/2007	DO	000000825	743596	37 <i>my</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 22125 - 22600	TO+5	2/3/2004	4/29/2004	DO	000000826	743597	38 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 22601 - 23200	TO+5	4/29/2004	8/20/2004	DO	000000827	743598	39 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 23201 23749	TO+5	8/20/2004	12/16/2004	DO	000000828	743599	40 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 23751 - 24350	TO+5	12/6/2004	5/2/2005	DO	000000829	743600	41 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 24351 - 24800	TO+5	5/2/2005	8/22/2005	DO	000000830	743601	42 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 24801 - 25250	TO+5	8/22/2005	12/19/2005	DO	000000831	743602	43 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 25251 - 25800	TO+5	12/19/2005	6/2/2006	DO	000000832	743603	44 <i>Fin</i>
A049. /ITA/01/	PURCHASING RECORDS SERVICE REQUESTS 25801 - 26387	TO+5	6/2/2006	12/29/2006	DO	000000833	743604	45 <i>Fin</i>
O002. /ITA/01/	AGING OF RECEIVABLES "Correspondence & Subject Files -	TO+2	5/16/1997	12/31/1997		000000740	711502	46 <i>my</i>
O002. /ITA/01/	AGING OF RECEIVABLES "Correspondence & Subject Files -	TO+2	8/3/1998	12/31/1998		000000741	711503	47 <i>my</i>
O002. /ITA/01/	AGING OF RECEIVABLES "Correspondence & Subject Files -	TO+2	1/5/1999	7/30/1999		000000742	711504	48 <i>my</i>
O002. /ITA/01/	AGING OF RECEIVABLES Correspondence and Subject files for the Democratic National Convention (DNC) detailed below	TO+2	10/25/1999	8/17/2000		000000743	711505	49 <i>my</i>
O002. /ITA/01/	AGING OF RECEIVABLES "Correspondence & Subject Files -	TO+2	8/3/1999	12/29/1999		000000750	712075	50 <i>my</i>

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT	
O002. /ITA/01/	AGING OF RECEIVABLES SERTS Work Order ITA-15801 TO ITA-16800	TO+2	3/22/2000	12/6/2000		000000751	712076	51	EV.
O002. /ITA/01/	AGING OF RECEIVABLES SERTS Work Order ITA-20403 TO ITA-21151	TO+2	3/5/2003	8/1/2003		000000752	712077	52	EV.
O002. /ITA/01/	AGING OF RECEIVABLES SERTS Work Order ITA-21152 TO ITA-21719	TO+2	7/28/2003	10/30/2003		000000753	712078	53	EV.
O002. /ITA/01/	AGING OF RECEIVABLES SERTS Work Order ITA-21721 TO ITA-22106	TO+2	11/1/2003	1/28/2004		000000754	712079	54	EV.
O002. /ITA/01/	AGING OF RECEIVABLES "Correspondence & Subject Files -	TO+2	1/7/1998	7/31/1998		000000755	712357	55	EV.
O002. /ITA/01/	AGING OF RECEIVABLES SAN FERNANDO IFA - REORGANIZATION CORRESPONDENCE	TO+2	3/30/2001	10/22/2001	DO	000000763	712365	56	EV.
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS/ETRS Printouts 2/4/1987 to 3/31/1987	CL+10	2/4/1987	3/31/1987		000000296	798360	57	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Add Cycle 09/05/1986 to 09/23/1986	CL+10	9/5/1986	9/23/1986		000000261	798520	58	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4; 12/30/1986 to 01/14/1987	CL+10	12/30/1986	1/14/1987		000000287	798521	59	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 03/24/1987 to 04/06/1987	CL+10	3/24/1987	4/6/1987		000000314	798522	60	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4 09/30/1986 to 10/15/1986	CL+10	9/30/1986	10/15/1986		000000267	798525	61	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4 09/06/1986 to 09/15/1986	CL+10	9/6/1986	9/15/1986		000000256	798526	62	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD cycle to: AWWS.	CL+10	7/21/1986	8/5/1986		000000249	798579	63	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ARRYREND Dec. 1981	CL+10	12/1/1981	2/28/1982		000000457	798583	64	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 04/07/1987 to 04/21/1987	CL+10	4/7/1987	4/21/1987		000000315	798614	65	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ETRS Printouts 12/20/1984 - 02/05/1985	CL+10	12/20/1984	2/5/1985		000000054	800413	66	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 01/04/1985 - 01/15/1985	CL+10	1/4/1985	1/15/1985		000000055	800414	67	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 01/16/1985 - 01/26/1985	CL+10	1/16/1985	1/26/1985		000000056	800415	68	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 01/08/1985 - 01/12/1985	CL+10	1/8/1985	1/12/1985		000000057	800416	69	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS JCL 01/03/1985 - 01/11/1985	CL+10	1/3/1985	1/11/1985		000000058	800417	70	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS JCL 01/12/1985 - 01/23/1985	CL+10	1/12/1985	1/23/1985		000000059	800418	71	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS JCL 01/24/1985 - 02/01/1985	CL+10	1/24/1985	2/1/1985		000000060	800419	72	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 01/15/1985 - 01/23/1985	CL+10	1/15/1985	1/23/1985		000000061	800420	73	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 01/24/1985 - 01/30/1985	CL+10	1/24/1985	1/30/1985		000000062	800421	74	
O003. /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 01/31/1985 - 02/06/1985	CL+10	1/31/1985	2/6/1985		000000063	800422	75	

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 01/29/1985 - 02/09/1985	CL+10	1/29/1985	2/9/1985		000000064	800423	76
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/13/1985 - 02/15/1985	CL+10	2/13/1985	2/15/1985		000000065 CRC	800424	77
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/16/1985 - 02/20/1985	CL+10	2/16/1985	2/20/1985		000000066 CRC	800425	78
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/20/1985 - 02/20/1985	CL+10	2/20/1985	2/20/1985		000000067 CRC	800426	79
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/15/1985 - 02/20/1985	CL+10	2/20/1985	2/20/1985		000000068 CRC	800427	80
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 02/07/1985 - 02/12/1985	CL+10	2/7/1985	2/12/1985		000000069 CRC	800428	81
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 02/13/1985 - 02/20/1985	CL+10	2/13/1985	2/20/1985		000000070	800429	82
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS JCL 02/05/1985 - 02/09/1985	CL+10	2/5/1985	2/9/1985		000000071	800430	83
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS JCL 02/12/1985 - 02/16/1985	CL+10	2/12/1985	2/16/1985		000000072	800431	84
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/12/1985 - 02/16/1985	CL+10	2/12/1985	2/16/1985		000000073	800432	85
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 02/21/1985 - 02/26/1985	CL+10	2/21/1985	2/26/1985		000000074	800433	86
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4 02/27/1985 - 03/02/1985	CL+10	2/27/1985	3/2/1985		000000075	800434	87
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk. Agency Batch Error Reports 5/4/1987 - 5/14/1987.	CL+10	5/4/1987	5/14/1987		000000317 CRC	808310	88
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk. ADD cycle 10/29/1986 to 11/12/1986.	CL+10	10/29/1986	11/12/1986		000000274 CRC	808311	89
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS EIRS. 4/1/1987 - 6/4/1987.	CL+10	4/1/1987	6/4/1987		000000305 CRC	808312	90
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS - ADD Cycle 2/17 - 3/5/1987.	CL+10	2/17/1987	3/5/1987		000000298 CRC	808328	91
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS - ADD Cycle 3/6/1987 - 3/23/1987.	CL+10	3/6/1987	3/23/1987		000000301 CRC	808334	92
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle: 2/27/1985 - 3/5/1985	CL+10	2/27/1985	3/5/1985		000000077 CRC	809525	93
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 3/13/1985 - 3/19/1985	CL+10	3/13/1985	3/19/1985		000000079 CRC	809526	94
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS ETRS 8/16/1986 to 9/29/1986	CL+10	8/16/1986	9/29/1986		000000264 CRC	809527	95
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle: 3/20/1985 - 3/27/1985	CL+10	3/20/1985	3/27/1985		000000088 CRC	809528	96
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4; 2/17/1987 - 3/5/1987	CL+10	2/17/1987	3/5/1987		000000299 CRC	809530	97
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ETRS printouts: Feb. - March 1985.	CL+10	2/1/1985	3/31/1985		000000084 CRC	809532	98
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4: 5/15/1987 to 5/27/1987.	CL+10	5/15/1987	5/27/1987		000000318 CRC	809533	99
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4: 9/16/1986 to 9/29/1986	CL+10	9/16/1986	9/29/1986		000000263 CRC	809534	100

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4: 3/4/1985 - 3/8/1985	CL+10	3/4/1985	3/8/1985	000000082	809538	101	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 03/6/1985 - 03/12/1985	CL+10	3/6/1985	3/12/1985	000000078	809625	102	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4 8/27/1986 to 09/05/1986	CL+10	8/27/1986	9/5/1986	000000255	809629	103	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 02/20/1985 - 02/20/1985, box 2	CL+10	2/20/1985	2/20/1985	000000067	809631	104	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk JCL 12/19/1983 - 12/29/1983. Box 2 of 2.	CL+10	12/19/1983	12/29/1983	000000131	809632	105	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS: "1980-1981 Salvage MOB 2/1/1982 - 1/1/1985."	CL+10	1/1/1981	12/31/1985	000000135	809879	106	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS MOHAWK 1-4: 10/16/1986 to 10/28/1986.	CL+10	10/16/1986	10/28/1986	000000271	810287	107	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS ADD Cycle: 8/20/1986 - 9/4/1986	CL+10	8/20/1986	9/4/1986	000000257	810295	108	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS - ADD Cycle: 12/4/1886 - 12/24/1986	CL+10	12/4/1886	12/24/1986	000000281	810439	109	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM Mohawk 1-4; March 1985	CL+10	3/1/1985	3/31/1985	000000075	810440	110	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk 1-4; 12/12/1986 to 12/26/1986.	CL+10	12/12/1986	12/26/1986	000000284	811264	111	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk; 2/3/1987 - 2/13/1987.	CL+10	2/3/1987	2/13/1987	000000294	811266	112	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM AWWS Mohawk; 4/22/1987 - 5/1/1987.	CL+10	4/22/1987	5/1/1987	000000316	811267	113	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM MOHAWK 1-4. 3/6 to 3/23/1987.	CL+10	3/6/1987	3/23/1987	000000302	811624	114	
0003 /ITA/01/	AUTOMATED WANT AND WARRANT SYSTEM ADD Cycle 1/29/1985 - 2/9/1985. Phonetic Code Reports.	CL+10	1/29/1985	2/9/1985	000000064	812357	115	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	6/1/1972	11/1/1999	000000484	625162	116 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	2/1/1972	2/1/1997	000000485	625163	117 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	1/1/1990	11/1/1992	000000486	625164	118 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	1/1/1992	9/1/1994	000000487	625165	119 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	9/1/1992	1/1/1996	000000488	625166	120 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	3/1/1990	4/1/1998	000000489	625167	121 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	3/1/1993	1/1/1997	000000490	625168	122 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	10/1/1996	11/1/2000	000000491	625169	123 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	12/1/1997	12/1/1999	000000492	625170	124 (RV)	
0007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	8/1/1997	11/1/2000	000000493	625171	125 (RV)	

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	1/1/1998	10/1/2000		000000494 CRC	625172	126 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	12/1/1998	12/1/2000		000000495 CRC	625173	127 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILE - DIVISION 900	AR+2	12/1/1997	2/1/2000		000000496 CRC	625174	128 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILES - DIVISION 900	AR+2	12/1/1996	12/31/1996		000000730	708984	129 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILES - DIVISION 900	AR+2	2/1/1998	11/30/1998		000000731	708985	130 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILES - DIVISION 900	AR+2	1/1/1999	10/31/1999		000000732	708986	131 <i>RV</i>
O007. /ITA/01/	CLASS FILE CLASS FILES - DIVISION 900	AR+2	1/1/2000	10/31/2000		000000733	708987	132 <i>RV</i>
O028. /ITA/01/	RESOURCE BILLING SYSTEM TIME BILLING BY DEPT/SYSTEM/EMP	TO+10	7/1/1998	6/30/1999		000000455 CRC	600412	133 <i>Jim</i>
O028. /ITA/01/	RESOURCE BILLING SYSTEM TIME BILLING BY DEPT/SYSTEM/EMP	TO+10	7/1/1998	6/30/1999		000000456 CRC	600413	134 <i>Jim</i>
O028. /ITA/01/	RESOURCE BILLING SYSTEM RESOURCE BILLING SYSTEM BY DEPARTMENT	TO+10	7/1/1998	6/30/1999		000000457 CRC	600414	135 <i>Jim</i>
O028. /ITA/01/	RESOURCE BILLING SYSTEM RESOURCE BILLING SYSTEM BY DEPARTMENT - LIBRARY - DWP	TO+10	7/1/1998	6/30/1999		000000458 CRC	600415	136 <i>Jim</i>
O028. /ITA/01/	RESOURCE BILLING SYSTEM NON-CITY TO HOUSING	TO+10	7/1/1998	6/30/1999		000000459 CRC	600416	137 <i>Jim</i>
O031. /ITA/01/	SYSTEM DOCUMENTATION "Deleted Production Jobs" 1976.	CL+2	1/1/1976	12/31/1976		0000000553 CRC	808336	138 <i>incl E.I.</i>
O031. /ITA/01/	SYSTEM DOCUMENTATION MIMIS [Municipal Improvement Management Information System] records. Approximately 1968 - 1974.	CL+2	1/1/1968	12/31/1974		CRC	809315	139 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	1/2/1999	1/30/1999		000000497 CRC	625175	140 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	2/6/1999	2/27/1999		000000498 CRC	625176	141 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	3/13/1999	4/10/1999		000000499 CRC	625177	142
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	4/24/1999	5/22/1999		000000500 CRC	625178	143
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	6/5/1999	6/19/1999		000000501 CRC	625179	144
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	7/3/1999	7/24/1999		000000502 CRC	625180	145
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	8/14/1999	9/11/1999		000000503 CRC	625181	146
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	9/25/1999	10/23/1999		000000504 CRC	625182	147
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703/900	TO+5	11/6/1999	12/4/1999		000000505 CRC	625183	148
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2703	TO+5	12/18/1999	1/1/2000		000000506 CRC	625184	149
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-900	TO+5	1/3/1998	4/11/1998		000000507 CRC	625185	150

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-000	TO+5	4/25/1998	7/18/1998		00000508 CRC	625186	151 <i>SV</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-900	TO+5	8/1/1998	10/10/1998		00000509 CRC	625187	152 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-900	TO+5	10/24/1998	1/16/1998		00000510 CRC	625188	153
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-900	TO+5	1/31/1999	5/8/1999		00000511 CRC	625189	154
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ/L14/ERR REPT-2701-900	TO+5	5/22/1999	10/9/1999		00000512 CRC	625190	155
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TELE TIME SHT/ADJ SHT VAR RECAP/SUP WKSHT 8301-900	TO+5	3/14/1998	12/18/1999		00000513 CRC	625191	156
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	10/23/1999	12/18/1999		00000552 CRC	633780	157
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	1/1/2000	2/26/2000		00000553 CRC	633781	158
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	3/11/2000	5/20/2000		00000554 CRC	633782	159
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	6/3/2000	8/12/2000		00000555 CRC	633783	160
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	8/26/2000	11/18/2000		00000556 CRC	633784	161
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2701/900	TO+5	12/2/2000	3/1/2001		00000557 CRC	633785	162
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERROR RPT 2703/900	TO+5	11/15/2000	2/19/2000		00000558 CRC	633786	163
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	2/26/2000	4/1/2000		00000559 CRC	633787	164
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	4/8/2000	5/13/2000		00000560 CRC	633788	165
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	5/2/2000	7/1/2000		00000561 CRC	633789	166
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	7/8/2000	8/19/2000		00000562 CRC	633790	167
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	8/26/2000	9/30/2000		00000563 CRC	633791	168
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	10/7/2000	11/18/2000		00000564 CRC	633792	169
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	12/2/2000	12/30/2000		00000565 CRC	633793	170
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	1/13/2001	1/10/2001		00000734 CRC	708988	171
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	2/24/2001	3/24/2001		00000735 CRC	708989	172
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	4/7/2001	4/21/2001		00000736 CRC	708990	173
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	5/19/2001	6/16/2001		00000737 CRC	708991	174
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	6/30/2001	7/28/2001		00000738 CRC	708992	175

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	8/4/2001	9/8/2001		000000739	708993	176 <i>gv</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	9/22/2001	10/20/2001		000000740	708994	177 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	11/3/2001	12/1/2001		000000741	708995	178
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	12/15/2001	12/29/2001		000000742	708996	179
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, ERR RPT 2701/900	TO+5	3/24/2001	8/25/2001		000000743	708997	180
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	1/12/2002	2/9/2002		000000765	722273	181
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	2/23/2002	3/23/2002		000000766	722274	182
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	4/6/2002	4/20/2002		000000767	722275	183
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	5/4/2002	5/18/2002		000000768	722276	184
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	6/1/2002	6/29/2002		000000769	722277	185
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	7/13/2002	8/10/2002		000000770	722278	186
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	8/24/2002	9/21/2002		000000771	722279	187
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	10/5/2002	11/2/2002		000000772	722280	188
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	11/16/2002	12/14/2002		000000773	722281	189
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	12/21/2002	1/25/2003		000000774	722282	190
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	2/1/2003	3/8/2003		000000775	722283	191
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	3/22/2003	4/19/2003		000000776	722284	192
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	4/26/2003	5/31/2003		000000777	722285	193
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	6/7/2003	7/12/2003		000000778	722286	194
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	7/19/2003	8/16/2003		000000779	722287	195
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	8/23/2003	9/20/2003		000000780	722288	196
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	9/27/2003	10/25/2003		000000781	722289	197
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	11/1/2003	11/29/2003		000000782	722290	198
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/SUP WKSHT/ADJ SHT, L14C EER RPT 2703/900	TO+5	12/6/2003	12/27/2003		000000783	722291	199
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	1/3/2004	1/24/2004		000000784	733827	200

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	1/31/2004	2/2/2004		000000785	733828	201 <i>SV</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	2/28/2004	3/20/2004		000000786	733829	202 <i>all</i>
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	3/27/2004	4/17/2004		000000787	733830	203
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	4/24/2004	5/15/2004		000000788	733831	204
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	8/7/2004	8/21/2004		000000789	733832	205
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	9/4/2004	10/2/2004		000000790	733833	206
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	10/9/2004	11/6/2004		000000791	733834	207
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	11/13/2004	11/20/2004		000000792	733835	208
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/WRKSHT/ADJ SHT, L14C, ERR RPT 2703/900	TO+5	12/4/2004	12/25/2004		000000793	733836	209
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/ADJ SHT, L14C, ERR RPT 2701, 2702, 900	TO+5	8/26/2001	2/23/2002		000000794	733837	210
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/ADJ SHT, L14C, ERR RPT 2701, 2702, 900	TO+5	2/24/2002	8/10/2002		000000795	733838	211
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/ADJ SHT, L14C, ERR RPT 2701, 2702, 900	TO+5	8/11/2002	12/14/2002		000000796	733839	212
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/ADJ SHT, L14C, ERR RPT 2701, 2702, 900	TO+5	1/11/2003	7/12/2003		000000797	733840	213
O033. /ITA/01/	WEEKLY CREW TIME SHEET (5054) TIME SHT/ADJ SHT, L14C, ERR RPT 2701, 2702, 900	TO+5	7/26/2003	12/27/2003		000000798	733841	214
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 3751 - 5000	CL+15	6/22/1994	11/30/1994		000000445	600402	215 <i>E.V.</i>
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 5001 - 6200	CL+15	11/3/1994	3/28/1995		000000446	600403	216 <i>E.V.</i>
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 10501 - 11200	CL+15	1/29/1997	5/15/1997		000000447	600404	217
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 9801 - 10500	CL+15	9/9/1996	1/29/1997		000000448	600405	218
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 9001 - 9800	CL+15	5/24/1996	9/10/1996		000000449	600406	219
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 6201 - 6700	CL+15	3/28/1995	6/1/1995		000000450	600407	220
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 7501 - 8300	CL+15	9/21/1995	2/9/1996		000000451	600408	221
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 6701 - 7500	CL+15	6/1/1995	9/21/1995		000000452	600409	222
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY WORK ORDER BY REQUESTING AGENCY	CL+15	2/1/1996	5/31/1996		000000481	601118	223
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 79-2372 - 95-9008	CL+15	10/16/1996	11/28/1997		000000100A	611364	224
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 12-2000 - 12-2285	CL+15	12/27/1994	10/16/1996		000000100B	611365	225 <i>E.V.</i>

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 16-1020 - 26-2029	CL+15	12/14/1994	10/6/1996		000000100C	611366	226 <i>CV</i>
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 35-2036 - 36-2164	CL+15	8/1/1994	10/4/1996		000000100D	611367	227
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 70-2347 - 79-2218	CL+15	4/17/1996	4/10/1998		000000100E	611368	228
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 70-0770 - 70-2346	CL+15	5/25/1994	4/10/1998		000000100F	611369	229
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 43-2637 - 60-2053	CL+15	7/3/1996	10/17/1996		000000100G	611370	230
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-1009 - 04-2230	CL+15	11/26/1994	4/10/1998		000000100H	611371	231
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 04-2231 - 28-2206	CL+15	2/20/1996	4/10/1998		000000100I	611372	232
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 33-2068 - 35-2035	CL+15	3/7/1995	4/10/1998		000000100J	611373	233
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 36-2165 - 43-2213	CL+15	3/28/1996	4/10/1998		000000100K	611374	234
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 28-2207 - 33-2064	CL+15	3/27/1994	4/10/1998		000000100L	611375	235
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 62-0106 - 64-2002	CL+15	5/23/1994	4/10/1998		000000100	611376	236
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 27-2008 - 27-2254	CL+15	3/1/1985	4/10/1998		000000100N	611377	237
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 43-2520 - 43-2636	CL+15	2/15/1996	4/10/1998		000000100	611378	238
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 43-2260 - 43-2499	CL+15	8/8/1995	4/10/1998		000000100P	611379	239
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 79-2219 - 79-2371	CL+15	1/19/1996	4/10/1998		000000100	611380	240
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0297 - 95-0155	CL+15	5/15/1995	3/4/1998		000000174	611381	241
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 27-3115 - 87-0297	CL+15	7/1/1996	3/24/1998		000000175	611382	242
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0319 - 95-0165	CL+15	1/11/1995	2/13/1998		000000177	611383	243
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0307 - 88-11673	CL+15	4/22/1996	4/10/1998		000000178	611384	244
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0332 - 85-0492	CL+15	7/16/1997	6/5/1998		000000179	611385	245
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0314 - 85-0518	CL+15	6/24/1997	8/27/1998		000000180	611386	246
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 03-0210 - 85-0532	CL+15	10/30/1997	8/6/1998		000000181	611387	247
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 08-0356 - 95-0168	CL+15	3/23/1998	8/21/1998		000000182	611388	248
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0336 - 85-0539	CL+15	4/16/1997	11/16/1998		000000183	611389	249
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 12-3147 - 86-0228	CL+15	8/8/1994	12/21/1998		000000184	611390	250 <i>CV</i>

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

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O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 08-0361 - 85-0570	CL+15	10/1/1997	12/25/1999		000000185 CRC	611391	251
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 08-0333 - 95-0169	CL+15	9/4/1997	8/1/1999		000000186 CRC	611392	252
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0327 - 86-0230	CL+15	12/2/1997	8/5/1999		000000187 CRC	611393	253
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-3050 - 95-0170	CL+15	7/23/1998	9/9/1999		000000188 CRC	611394	254
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 12-0248 - 86-0220	CL+15	12/26/1994	8/28/1999		000000189 CRC	611395	255
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 27-3203g - 85-0576d (Box 190)	CL+15	2/5/1996	10/20/1999		000000516 CRC	631957	256
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 04-0342s - 95-0157g (Box 191)	CL+15	1/2/1996	10/21/1999		000000517 CRC	631958	257
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 04-3074g - 74-3105g (Box 192)	CL+15	1/12/1999	12/18/1999		000000518 CRC	631959	258
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 04-3050d - 95-0171g (Box 193)	CL+15	1/22/1998	11/18/1999		000000519 CRC	631960	259
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 04-3137d - 93-0135 (Box 203)	CL+15	4/17/1997	11/22/1999		000000527 CRC	631968	260
O034. /ITA/01/	WORK ORDERS BY REQUESTING AGENCY 02-0309 - 43-3259 (WO BOX 176)	CL+15	1/15/1997	4/1/1998		000000566 CRC	637213	261
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDER (880001 - 880900)	CL+15	7/1/1987	6/30/1988	DO	000000413 CRC	17718	262
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDER (880901 - 881700)	CL+15	7/1/1987	6/30/1988	DO	000000414 CRC	17719	263
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDER (881701 - 882700)	CL+15	7/1/1987	6/30/1988	DO	000000415 CRC	24195	264
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDER (882701 - 883800)	CL+15	7/1/1987	6/30/1988	DO	000000416 CRC	24197	265
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDER (883801 - 884657)	CL+15	7/1/1987	6/30/1988	DO	000000417 CRC	24199	266
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) WORK ORDERS, FY 1978-80	CL+15	1/1/1978	12/31/1980	DO	000000144 CRC	764452	267
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) Work Orders, FY 1979-1980 800001-801000	CL+15	1/1/1979	12/31/1980		000000142 CRC	798363	268
O036. /ITA/01/	WORK ORDER TRANSMITTAL (DSB 258) Work Orders, FY 1979-1980 801001-801900	CL+15	7/1/1979	6/30/1980		000000143 CRC	811268	269
O037. /ITA/01/	NON-CIVIL SERVICE-EMPLOYEE RECORDS Intern Requests for Advancement 1986 - 1988. Sun - Zbrita	TE+10	1/1/1986	12/31/1988		000000004 CRC	799181	270
O037. /ITA/01/	NON-CIVIL SERVICE-EMPLOYEE RECORDS Intern Requests for Advancement 1986 - 1988. Aguilar - Haprov	TE+10	1/1/1986	12/31/1988		000000001 CRC	799182	271
O037. /ITA/01/	NON-CIVIL SERVICE-EMPLOYEE RECORDS Intern Requests for Advancement 1986 - 1988. Hogan - Ly	TE+10	1/1/1986	12/31/1988		000000002 CRC	799352	272
O037. /ITA/01/	NON-CIVIL SERVICE-EMPLOYEE RECORDS Intern Requests for Advancement 1986 - 1988. Mao - Stewart	TE+10	1/1/1986	12/31/1988		000000003 CRC	799498	273
O037. /ITA/01/	NON-CIVIL SERVICE-EMPLOYEE RECORDS Summer Youth Employment Program: 1984 - 1988	TE+10	1/1/1984	12/31/1989		000000005 CRC	801447	274
O038. /ITA/01/	PERSONAL SERVICES CONTRACTS PSC - PROPOSALS FROM VENDORS (INFORMATION TECHNOLOGY	CL+5	7/1/1998	10/31/1998		000000453 CRC	600410	275

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**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O038. /ITA/01/	PERSONAL SERVICES CONTRACTS PSC - PERSONAL SERVICES CONTRACTS EXPIRE AS OF 8/97	CL+5	8/1/1997	8/31/1997		000000454 CRC	600411	276 <i>Wm</i>
O038. /ITA/01/	PERSONAL SERVICES CONTRACTS CANCEL CONTRACTS ORIGINAL FILES, CORRESPONDENCE AND INVOICES	CL+5	11/21/1991	5/12/2001	DO	000000761 CRC	712363	277 <i>Wm</i>
O038. /ITA/01/	PERSONAL SERVICES CONTRACTS Personal Services Contracts - Channel 35 original contracts	CL+5	1/1/1998	9/1/2003		000000849 CRC	758182	278 <i>Wm</i>
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILLS FOR JULY 99 5725	TO+3	7/1/1999	7/31/1999		000000430 CRC	600380	279
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-MCI LONG DISTANCE PAID BILL FOR APRIL 00 AND	TO+3	4/10/2000	5/31/2000		000000431 CRC	600381	280
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-MCI LONG DISTANCE PAID BILLS FEB 00 AND	TO+3	2/1/2000	3/31/2000		000000432 CRC	600382	281
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-MCI LONG DISTANCE PAID BILL FOR JAN 00,	TO+3	1/1/2000	1/31/2000		000000433 CRC	600383	282
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS PAC BELL PAID PHONE BILLS FOR MAY 00, 5725,	TO+3	5/1/2000	6/30/2000		000000434 CRC	600384	283
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILLS FOR MARCH 00,	TO+3	3/1/2000	4/30/2000		000000435 CRC	600385	284
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILL FOR FEB 00, 5725,	TO+3	2/1/2000	2/28/2000		000000436 CRC	600386	285
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILL FOR JAN00, 5725,	TO+3	12/1/1998	1/31/2000		000000437 CRC	600387	286
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILLS FOR DEC 99, 5725,	TO+3	12/1/1999	12/31/1999		000000438 CRC	600388	287
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS PAC BELL PAID PHONE BILLS FOR NOV 99, 5725,	TO+3	11/1/1999	11/30/1999		000000439 CRC	600389	288
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS PAC BELL PAID PHONE BILLS FOR NOV 99, 5725,	TO+3	9/1/1999	9/30/1999		000000440 CRC	600390	289
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS GTE AND VERIZON PAID PHONE BILLS FOR JUNE	TO+3	6/1/1998	6/30/2000		000000441 CRC	600391	290
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PACIFIC BELL PAID PHONE BILLS FOR OCT 99,	TO+3	10/1/1999	10/31/1999		000000442 CRC	600392	291
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-MCI ACCESS FEE PAID BILLS FOR NOV 99 TO JULY	TO+3	11/1/1999	6/30/2000		000000443 CRC	600393	292
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PAC BELL PAID PHONE BILLS	TO+3	8/1/1999	8/31/1999		000000444 CRC	600394	293
O040. /ITA/01/	TELEPHONE BILLS MCI ITA (800) CALL DETAIL FOR NOV 1999, APRIL 2000 & MAY 2000	TO+3	11/1/1999	5/31/2000		000000428 CRC	600453	294
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS-PACIFIC BELL PAID PHONE BILLS FOR JUNE 99,	TO+3	6/1/1999	7/31/1999		000000429 CRC	600454	295
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL BILLS PAID	TO+3	7/1/2000	8/30/2000		000000460 CRC	601095	296
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL BILLS PAID	TO+3	9/1/2000	9/30/2000		000000461 CRC	601096	297
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL BILLS PAID	TO+3	10/1/2000	11/30/2000		000000462 CRC	601097	298
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD ACCESS FEE	TO+3	8/1/2000	3/31/2001		000000463 CRC	601098	299
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL PAID BILLS	TO+3	6/1/2001	7/31/2001		000000464 CRC	601099	300

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CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

Date: 2/3/2015

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL PAID BILLS	TO+3	2/1/2001	3/31/2001		000000465 CRC	601100	301
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL PAID BILLS	TO+3	4/1/2001	5/31/2001		000000466 CRC	601101	302
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL PAID BILLS	TO+3	12/1/2000	1/31/2001		000000467 CRC	601102	303
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - PACIFIC BELL AND VERIZON BILLS PAID	TO+3	12/1/2000	1/31/2001		000000468 CRC	601103	304
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	6/1/2000	7/31/2000		000000469 CRC	601104	305
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	8/1/2000	9/30/2000		000000470 CRC	601105	306
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	10/1/2000	11/30/2000		000000471 CRC	601106	307
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD ITA	TO+3	7/1/2000	5/31/2001		000000472 CRC	601107	308
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	12/1/2000	1/31/2001		000000473 CRC	601108	309
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	2/1/2001	2/28/2001		000000474 CRC	601109	310
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	3/1/2001	4/30/2001		000000475 CRC	601110	311
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - MCD	TO+3	6/1/2001	7/31/2001		000000476 CRC	601111	312
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - SPRINT STRAGGLERS	TO+3	4/1/1999	6/30/1999		000000477 CRC	601112	313
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - SPRINT STRAGGLERS	TO+3	12/1/1998	1/31/1999		000000478 CRC	601113	314
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - SPRINT	TO+3	2/1/1999	1/1/2000		000000479 CRC	601114	315
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - SPRINT	TO+3	10/1/1998	1/1/1999		000000480 CRC	601115	316
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - AT&T BILLS PAID	TO+3	7/1/1997	6/30/1999		000000482 CRC	601116	317
O040. /ITA/01/	TELEPHONE BILLS TELEPHONE BILLS - SPRINT	TO+3	1/1/1999	12/31/1999		000000483 CRC	601117	318
O040. /ITA/01/	TELEPHONE BILLS GTE & PACIFIC BELL DISKS	TO+3	1/1/1998	12/31/1998		000000593 CRC	637287	319
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	9/1/1998	10/31/1998		000000594 CRC	637288	320
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	10/1/1998	11/30/1998		000000595 CRC	637289	321
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	11/1/1998	12/31/1998		000000596 CRC	637290	322
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	2/1/1999	3/31/1999		000000597 CRC	637291	323
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	3/1/1999	4/30/1999		000000598 CRC	637292	324
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL INVOICES	TO+3	5/1/1998	8/31/1998		000000599 CRC	637293	325

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CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1998	12/31/1998		00000600 CRC	637294	326
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1997	12/31/1997		00000601 CRC	637295	327
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1997	12/31/1997		00000602 CRC	637296	328
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1997	12/31/1997		00000603 CRC	637297	329
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1998	12/31/1998		00000604 CRC	637298	330
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL CDs/GTE DISKETTES (ELECTRONIC INVOICES)	TO+3	1/1/1999	12/31/1999		00000605 CRC	637299	331
O040. /ITA/01/	TELEPHONE BILLS PACIFIC BELL invoices	TO+3	7/1/1998	8/31/1998		00000606 CRC	637985	332
O040. /ITA/01/	TELEPHONE BILLS Pacific Bell Invoices	TO+3	8/1/2001	9/30/2001	DO	00000692 CRC	705067	333
O040. /ITA/01/	TELEPHONE BILLS Pacific Bell Invoices	TO+3	10/1/2001	1/31/2002	DO	00000693 CRC	705068	334
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	1/1/2002	2/2/2002	DO	00000694 CRC	705069	335
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	3/1/2002	3/31/2002	DO	00000695 CRC	705070	336
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	3/1/2002	3/31/2002	DO	00000696 CRC	705071	337
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	4/1/2002	4/30/2002	DO	00000697 CRC	705072	338
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	5/1/2002	5/31/2002	DO	00000698 CRC	705073	339
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	6/1/2002	6/30/2002	DO	00000699 CRC	705074	340
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	7/1/2002	7/31/2002	DO	00000700 CRC	705075	341
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	8/1/2002	8/31/2002	DO	00000701 CRC	705076	342
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	9/1/2002	9/30/2002	DO	00000702 CRC	705077	343
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	10/1/2002	10/31/2002	DO	00000703 CRC	705078	344
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	11/1/2002	11/30/2002	DO	00000704 CRC	705079	345
O040. /ITA/01/	TELEPHONE BILLS Calnet Invoices	TO+3	12/1/2002	12/31/2002	DO	00000705 CRC	705080	346
O040. /ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	1/31/2002	8/1/2002	DO	00000706 CRC	705081	347
O040. /ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	2/2/2002	4/30/2002	DO	00000707 CRC	705082	348
O040. /ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	5/1/2002	7/31/2002	DO	00000708 CRC	705083	349
O040. /ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	4/1/2002	7/31/2002	DO	00000709 CRC	705084	350

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CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

//ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. //ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	3/1/2002	6/1/2002	DO	000000710 CRC	705085	351
O040. //ITA/01/	TELEPHONE BILLS City Attorney Calnet Invoices	TO+3	4/1/2002	7/31/2002	DO	000000711 CRC	705086	352
O040. //ITA/01/	TELEPHONE BILLS Sprint Invoices	TO+3	6/30/1999	2/28/2001	DO	000000712 CRC	705087	353
O040. //ITA/01/	TELEPHONE BILLS Sprint Invoices	TO+3	8/1/2001	9/30/2001	DO	000000713 CRC	705088	354
O040. //ITA/01/	TELEPHONE BILLS Sprint Invoices	TO+3	6/1/2001	6/2/2002	DO	000000714 CRC	705089	355
O040. //ITA/01/	TELEPHONE BILLS MCI Invoices	TO+3	4/1/2001	11/30/2001	DO	000000715 CRC	705090	356
O040. //ITA/01/	TELEPHONE BILLS MCI Invoices	TO+3	7/1/2002	11/30/2001	DO	000000716 CRC	705091	357
O040. //ITA/01/	TELEPHONE BILLS MCI Invoices	TO+3	8/1/2001	9/30/2001	DO	000000717 CRC	705092	358
O040. //ITA/01/	TELEPHONE BILLS MCI Invoices	TO+3	12/1/2001	12/31/2001	DO	000000718 CRC	705093	359
O040. //ITA/01/	TELEPHONE BILLS Pacific Bell CDs/Diskette	TO+3	6/1/2000	8/31/2000	DO	000000719 CRC	705094	360
O040. //ITA/01/	TELEPHONE BILLS Pacific Bell CDs/Diskette	TO+3	10/1/2000	1/31/2001	DO	000000720 CRC	705095	361
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	2/1/2001	3/31/2001	DO	000000721 CRC	705096	362
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	4/1/2001	3/31/2002	DO	000000722 CRC	705097	363
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	5/1/2001	8/31/2001	DO	000000723 CRC	705098	364
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	9/1/2001	3/31/2002	DO	000000724 CRC	705099	365
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	2/20/2002	6/30/2002	DO	000000725 CRC	705100	366
O040. //ITA/01/	TELEPHONE BILLS Verizon CDs	TO+3	1/1/1999	7/31/1999	DO	000000726 CRC	705101	367
O040. //ITA/01/	TELEPHONE BILLS Verizon CDs	TO+3	2/1/2000	8/31/2000	DO	000000727 CRC	705102	368
O040. //ITA/01/	TELEPHONE BILLS Verizon CDs	TO+3	9/1/2000	9/30/2001	DO	000000728 CRC	705103	369
O040. //ITA/01/	TELEPHONE BILLS Calnet CDs	TO+3	4/30/2002	12/31/2002	DO	000000729 CRC	705104	370
O040. //ITA/01/	TELEPHONE BILLS "Summary of Monthly Charges for Account 28321511	TO+3	12/1/1998	11/1/2002	DO	000000744 CRC	712070	371
O040. //ITA/01/	TELEPHONE BILLS "Summary of Monthly Charges for Account 28321511	TO+3	1/16/2000	12/16/2001	DO	000000745 CRC	712071	372
O040. //ITA/01/	TELEPHONE BILLS "Summary of Monthly Charges for Account 28321511	TO+3	5/1/1999	11/1/2004	DO	000000746 CRC	712072	373
O040. //ITA/01/	TELEPHONE BILLS Skytel Pagers Contract # 57650 06/07/2001 - 06/30/2005 Paperwork	TO+3	1/1/2000	8/21/2005	DO	000000747 CRC	712073	374
O040. //ITA/01/	TELEPHONE BILLS "	TO+3	4/10/2001	8/12/2001	DO	000000764 CRC	712367	375

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CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 6397/5725)	TO+3	2/1/2004	7/1/2004	DO	00000001 CRC	722393	376
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-6397)	TO+3	2/1/2003	3/1/2004	DO	00000002 CRC	722394	377
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	7/1/2004	7/1/2004	DO	00000003 CRC	722395	378
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	6/1/2004	6/1/2004	DO	00000004 CRC	722396	379
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	6/1/2004	6/1/2004	DO	00000005 CRC	722397	380
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	7/1/2004	7/1/2004	DO	00000006 CRC	722398	381
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	7/1/2004	7/1/2004	DO	00000007 CRC	722399	382
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	8/1/2004	8/1/2004	DO	00000008 CRC	722400	383
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	5/1/2004	5/1/2004	DO	00000009 CRC	722401	384
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	5/1/2004	5/1/2004	DO	00000010 CRC	722402	385
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	5/1/2004	5/1/2004	DO	00000011 CRC	722403	386
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	4/1/2004	4/1/2004	DO	00000012 CRC	722404	387
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	4/1/2004	4/1/2004	DO	00000013 CRC	722405	388
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	3/1/2004	3/1/2004	DO	00000014 CRC	722406	389
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	3/1/2004	3/1/2004	DO	00000015 CRC	722407	390
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 5725/5730/7933)	TO+3	2/1/2004	2/1/2004	DO	00000016 CRC	722408	391
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 7933/0864/0811)	TO+3	1/1/2004	1/1/2004	DO	00000017 CRC	722409	392
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	1/1/2004	1/1/2004	DO	00000018 CRC	722410	393
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	12/1/2003	12/1/2003	DO	00000019 CRC	722411	394
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	12/1/2003	12/1/2003	DO	00000020 CRC	722412	395
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	11/1/2003	11/1/2003	DO	00000021 CRC	722413	396
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	11/1/2003	11/1/2003	DO	00000022 CRC	722414	397
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	10/1/2003	10/1/2003	DO	00000023 CRC	722415	398
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	10/1/2003	10/1/2003	DO	00000024 CRC	722416	399
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #5725/5730/7933)	TO+3	9/1/2003	9/1/2003	DO	00000025 CRC	722417	400

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**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 5725/0325)	TO+3	8/1/2003	8/1/2003	DO	00000026 CRC	722418	401
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #5750/5730/5725/7933)	TO+3	7/1/2003	7/1/2003	DO	00000027 CRC	722419	402
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 5725/7933/5730)	TO+3	6/1/2003	6/1/2003	DO	00000028 CRC	722420	403
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 5725/7933/5730)	TO+3	4/1/2003	4/1/2003	DO	00000029 CRC	722421	404
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	3/1/2003	3/1/2003	DO	00000030 CRC	722422	405
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (City Attorney)	TO+3	3/1/2003	3/1/2003	DO	00000031 CRC	722423	406
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	12/1/2002	2/1/2003	DO	00000032 CRC	722424	407
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-5725)	TO+3	5/1/2003	5/1/2003	DO	00000033 CRC	722425	408
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # 5730/7933)	TO+3	5/1/2003	5/1/2003	DO	00000034 CRC	722426	409
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (City Attorney)	TO+3	4/1/2003	4/1/2003	DO	00000035 CRC	722427	410
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct # Y14-211-79)	TO+3	1/1/2003	1/1/2003	DO	00000036 CRC	722428	411
O040. /ITA/01/	TELEPHONE BILLS Pacbell Paper Phone Bills	TO+3	9/1/2002	2/1/2003	DO	00000037 CRC	722429	412
O040. /ITA/01/	TELEPHONE BILLS Resource Billing Summary	TO+3	7/1/2000	6/1/2001	DO	00000040 CRC	722430	413
O040. /ITA/01/	TELEPHONE BILLS Resource Billing Summary	TO+3	7/1/2000	6/1/2001	DO	00000041 CRC	722431	414
O040. /ITA/01/	TELEPHONE BILLS Resource Billing Summary	TO+3	7/1/2000	6/1/2001	DO	00000042 CRC	722432	415
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-6397)	TO+3	8/1/2004	6/1/2005	DO	00000043 CRC	722433	416
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-6397)	TO+3	7/1/2005	12/1/2005	DO	00000044 CRC	722434	417
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-6397)	TO+3	12/16/2001	1/16/2003	DO	00000045 CRC	722435	418
O040. /ITA/01/	TELEPHONE BILLS Netman Inventory	TO+3	7/1/1999	6/1/2000	DO	00000046 CRC	722436	419
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	8/1/2004	8/1/2004	DO	00000047 CRC	722437	420
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	6/1/2000	7/1/2001	DO	00000048 CRC	722438	421
O040. /ITA/01/	TELEPHONE BILLS Pacbell CD Bills	TO+3	1/1/2001	12/31/2001	DO	00000049 CRC	722439	422
O040. /ITA/01/	TELEPHONE BILLS Verizon Paper Phone Bills	TO+3	10/1/2000	12/1/2000	DO	00000050 CRC	722440	423
O040. /ITA/01/	TELEPHONE BILLS Verizon Paper Phone Bills	TO+3	7/1/2001	6/1/2002	DO	00000051 CRC	722441	424
O040. /ITA/01/	TELEPHONE BILLS Verizon (GTE)	TO+3	12/1/1999	3/1/2000	DO	00000052 CRC	722442	425

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**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS Verizon Invoices	TO+3	4/1/2000	6/1/2000	DO	000000053 CRC	722443	426
O040. /ITA/01/	TELEPHONE BILLS Verizon Invoices	TO+3	7/1/2000	12/1/2000	DO	000000054 CRC	722444	427
O040. /ITA/01/	TELEPHONE BILLS Travel Authority	TO+3	1/1/2000	1/1/2000	DO	000000055 CRC	722445	428
O040. /ITA/01/	TELEPHONE BILLS Financial Audit Information	TO+3	4/30/1996	6/30/1997	DO	000000056 CRC	722446	429
O040. /ITA/01/	TELEPHONE BILLS Financial Audit Information	TO+3	10/31/1998	1/1/1999	DO	000000057 CRC	722447	430
O040. /ITA/01/	TELEPHONE BILLS Financial Audit Information	TO+3	5/31/1997	8/6/1998	DO	000000059 CRC	722448	431
O040. /ITA/01/	TELEPHONE BILLS Verizon (ITA) Paper Bills	TO+3	7/1/2000	9/1/2003	DO	000000060 CRC	722449	432
O040. /ITA/01/	TELEPHONE BILLS Verizon CD Bills	TO+3	8/1/2003	1/1/2004	DO	000000061 CRC	722450	433
O040. /ITA/01/	TELEPHONE BILLS Calnet CD Bills	TO+3	10/1/2000	1/1/2004	DO	000000062 CRC	722451	434
O040. /ITA/01/	TELEPHONE BILLS Verizon CD Bills	TO+3	10/1/2001	4/4/2005	DO	000000063 CRC	722452	435
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (ITA)	TO+3	10/1/2001	6/1/2003	DO	000000064 CRC	722453	436
O040. /ITA/01/	TELEPHONE BILLS Verizon (City Attorney)	TO+3	5/1/2002	5/1/2006	DO	000000065 CRC	722454	437
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (ITA)	TO+3	4/1/2004	1/1/2006	DO	000000066 CRC	722455	438
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (City Attorney)	TO+3	11/1/2002	2/1/2003	DO	000000067 CRC	722456	439
O040. /ITA/01/	TELEPHONE BILLS Anacomp: Job Submission Audit List	TO+3	1/1/2005	12/31/2005	DO	000000069 CRC	722457	440
O040. /ITA/01/	TELEPHONE BILLS Telcode Reports	TO+3	9/1/2003	5/1/2005	DO	000000074 CRC	722458	441
O040. /ITA/01/	TELEPHONE BILLS Purchasing Card Statements	TO+3	1/1/2001	12/31/2001	DO	000000075 CRC	722459	442
O040. /ITA/01/	TELEPHONE BILLS Purchasing Card Statements	TO+3	7/1/2002	6/1/2003	DO	000000080 CRC	722460	443
O040. /ITA/01/	TELEPHONE BILLS Purchasing Card Statements	TO+3	1/1/2002	6/1/2002	DO	000000081 CRC	722461	444
O040. /ITA/01/	TELEPHONE BILLS Purchasing Card Statements	TO+3	6/1/2003	6/1/2004	DO	000000082 CRC	722462	445
O040. /ITA/01/	TELEPHONE BILLS Anacomp: Job Submission Audit List	TO+3	1/1/2006	12/31/2006	DO	000000083 CRC	722463	446
O040. /ITA/01/	TELEPHONE BILLS Accounting Timesheets	TO+3	1/1/2004	12/31/2004	DO	000000084 CRC	722464	447
O040. /ITA/01/	TELEPHONE BILLS Verizon Paper Phone Bills	TO+3	11/1/2001	12/1/2002	DO	000000099 CRC	722465	448
O040. /ITA/01/	TELEPHONE BILLS Verizon Paper Phone Bills	TO+3	1/1/2003	12/31/2005	DO	000000101 CRC	722466	449
O040. /ITA/01/	TELEPHONE BILLS AT&T Paper Phone Bills	TO+3	1/1/2003	12/31/2003	DO	000000102 CRC	722467	450

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CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

Date: 2/3/2015

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O040. /ITA/01/	TELEPHONE BILLS Calnet Paper Phone Bills (Acct #C60-449-7933)	TO+3	12/1/2002	2/1/2003	DO	00000103 CRC	722468	451
O040. /ITA/01/	TELEPHONE BILLS MCI Paper Phone Bills	TO+3	9/10/2001	10/10/2001	DO	00000104 CRC	722469	452
O040. /ITA/01/	TELEPHONE BILLS Verizon Paper Phone Bills	TO+3	3/1/2004	10/1/2005	DO	00000105 CRC	722470	453
O040. /ITA/01/	TELEPHONE BILLS Verizon CD Bills	TO+3	5/1/2005	7/1/2005	DO	00000106 CRC	722471	454
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1985	3/31/1985		00000552 CRC	646185	455
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	4/1/1985	5/31/1985		00000553 CRC	646186	456
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	6/1/1985	7/31/1985		00000554 CRC	646187	457
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	8/1/1985	9/30/1985		00000555 CRC	646188	458
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	10/10/1985	12/31/1985		00000556 CRC	646189	459
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1986	2/28/1986		00000557 CRC	646190	460
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1986	4/30/1986		00000558 CRC	646191	461
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1986	6/30/1986		00000559 CRC	646192	462
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1986	8/31/1986		00000560 CRC	646193	463
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1986	10/31/1986		00000561 CRC	646194	464
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1986	12/31/1986		00000562 CRC	646195	465
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1987	2/28/1987		00000563 CRC	646196	466
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/street Services (Radio dispatched requests for services)	TO+3	3/1/1987	4/30/1987		00000564 CRC	646197	467
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1987	6/30/1987		00000565 CRC	646198	468
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1987	8/31/1987		00000566 CRC	646199	469
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1987	10/30/1997		00000567 CRC	646200	470
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1987	12/31/1987		00000568 CRC	646201	471
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1988	2/29/1988		00000569 CRC	646202	472
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1988	4/1/1988		00000570 CRC	646203	473
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1988	6/30/1988		00000571 CRC	646204	474
3 O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1988	8/31/1988		00000572 CRC	646205	475

Shred
by Log

Kilay Moranon de Panna Architect approves destruction of
records 1/55 to 5/94 via email.

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1988	10/31/1988		00000573 CRC	646206	476
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1988	12/31/1988		00000574 CRC	646207	477
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1989	2/28/1989		00000575 CRC	646208	478
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1989	4/30/1989		00000576 CRC	646209	479
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1989	6/30/1989		00000577 CRC	646210	480
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1989	8/31/1989		00000578 CRC	646211	481
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1989	10/31/1989		00000579 CRC	646212	482
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1989	12/31/1989		00000580 CRC	646213	483
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1990	2/28/1990		00000581 CRC	646214	484
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1990	4/30/1990		00000582 CRC	646215	485
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1990	6/30/1990		00000583 CRC	646216	486
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1990	8/31/1990		00000584 CRC	646217	487
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1990	10/31/1990		00000585 CRC	646218	488
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1990	12/31/1990		00000586 CRC	646219	489
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1991	2/28/1991		00000587 CRC	646220	490
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1991	4/30/1991		00000588 CRC	646221	491
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1991	6/30/1991		00000589 CRC	646222	492
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1991	8/31/1991		00000590 CRC	646223	493
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1991	10/31/1991		00000591 CRC	646224	494
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1991	12/31/1991		00000592 CRC	646225	495
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/ Street Services (Radio dispatched requests for services)	TO+3	1/1/1992	2/29/1992		00000593 CRC	646226	496
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1992	4/1/1992		00000594 CRC	646227	497
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1992	6/30/1992		00000595 CRC	646228	498
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1992	9/30/1992		00000596 CRC	646229	499
O041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	10/1/1992	10/31/1992		00000597 CRC	646230	500

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1993	4/30/1993		00000598	646231	501
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1993	6/30/1993		00000599	646232	502
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1993	8/31/1993		00000600	646233	503
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1993	11/30/1993		00000601	646234	504
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1993	12/31/1993		00000602	646235	505
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1994	3/31/1994		00000603	646236	506
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	4/1/1994	6/30/1994		00000604	646237	507
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	8/1/1994	9/1/1994		00000605	646238	508
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	7/1/1994	10/31/1994		00000606	646239	509
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1994	12/31/1994		00000607	646240	510
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1995	2/28/1995		00000608	646241	511
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	3/1/1995	4/30/1995		00000609	646242	512
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1995	8/31/1995		00000610	646243	513
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1995	12/31/1995		00000611	646244	514
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1996	4/30/1996		00000612	646245	515
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	5/1/1996	7/31/1996		00000613	646246	516
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	8/1/1996	11/30/1996		00000614	646247	517
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	2/1/1997	3/31/1997		00000615	646248	518
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	4/1/1997	5/31/1997		00000616	646249	519
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	6/1/1997	8/31/1997		00000617	646250	520
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	12/1/1997	1/31/1998		00000618	646251	521
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	12/1/1998	2/15/1998		00000619	646252	522
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	2/15/1998	4/30/1998		00000620	646253	523
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1985	2/28/1985		00000621	646254	524
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	3/1/1985	5/31/1985		00000622	646255	525

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

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RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	6/1/1985	8/31/1985		000000623	646256	526
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1985	10/31/1985		000000624	646257	527
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	11/1/1985	12/31/1985		000000625	646258	528
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1986	2/28/1986		000000626	646259	529
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	3/17/1986	4/30/1986		000000627	646260	530
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	5/1/1986	6/30/1986		000000628	646261	531
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	7/1/1986	8/31/1986		000000629	646262	532
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1986	10/3/1986		000000630	646263	533
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	8/1/1996	11/30/1996		000000631	646264	534
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	11/1/1986	12/31/1986		000000632	646265	535
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1987	2/28/1987		000000633	646266	536
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	3/1/1987	4/30/1987		000000634	646267	537
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	5/1/1987	6/30/1987		000000635	646268	538
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	7/1/1987	8/31/1987		000000636	646269	539
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1987	10/31/1987		000000637	646270	540
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	11/1/1987	11/30/1987		000000638	646271	541
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	3/1/1988	4/30/1988		000000639	646272	542
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	5/1/1988	6/30/1988		000000640	646273	543
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	7/1/1988	8/31/1988		000000641	646274	544
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1988	10/31/1988		000000642	646275	545
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	11/1/1988	12/31/1988		000000643	646276	546
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1990	10/31/1990		000000644	646277	547
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1992	2/29/1992		000000645	646278	548
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	3/1/1992	4/30/1992		000000646	646279	549
O041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	5/1/1992	6/30/1992		000000647	646280	550

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1995	6/30/1995		000000648	646281	551
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	7/1/1995	12/31/1995		000000649	646282	552
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1996	7/31/1996		000000650	646283	553
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	2/1/1997	5/31/1997		000000651 CRC	646284	554
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	6/1/1997	8/31/1997		000000652 CRC	646285	555
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	9/1/1997	11/30/1997		000000653 CRC	646286	556
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	1/1/1988	2/28/1988		000000654 CRC	646287	557
0041. /ITA/01/	RADIO/TELEPHONE LOG Traffic Signal Repair(Radio dispatched requests for services)	TO+3	2/16/1998	5/31/1998		000000655	646288	558
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	10/15/1986	10/26/1986		000000656 CRC	646289	559
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	10/27/1986	11/11/1986		000000657 CRC	646290	560
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	10/27/1986	11/11/1986		000000658 CRC	646291	561
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	11/12/1986	11/20/1986		000000659 CRC	646292	562
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tape (Audio conversations of City Operator)	TO+3	11/21/1986	12/3/1986		000000660 CRC	646293	563
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tape (Audio conversations of City Operator)	TO+3	12/4/1986	12/12/1986		000000661 CRC	646294	564
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	12/13/1986	12/20/1986		000000662 CRC	646295	565
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	12/21/1986	12/28/1986		000000663 CRC	646296	566
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	12/29/1986	1/6/1987		000000664 CRC	646297	567
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	1/7/1987	1/18/1987		000000665 CRC	646298	568
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	1/19/1987	1/27/1987		000000666	646299	569
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	1/28/1987	2/4/1987		000000667	646300	570
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	2/5/1987	2/13/1987		000000668 CRC	646301	571
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	2/14/1987	2/22/1987		000000669 CRC	646302	572
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	2/23/1987	3/3/1987		000000670 CRC	646303	573
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	2/23/1987	3/3/1987		000000671 CRC	646304	574
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	5/22/1988	5/29/1988		000000672 CRC	646305	575

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	5/30/1988	6/8/1988		00000673 CRC	646306	576
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	6/9/1988	6/18/1988		00000674 CRC	646307	577
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	7/22/1988	7/29/1988		00000675 CRC	646308	578
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	10/31/1988	11/9/1988		00000676 CRC	646309	579
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	11/10/1988	11/17/1988		00000677 CRC	646310	580
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	12/15/1988	12/22/1988		00000678 CRC	646311	581
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	1/12/1989	1/17/1989		00000679 CRC	646312	582
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	1/18/1989	2/12/1989		00000680 CRC	646313	583
0041. /ITA/01/	RADIO/TELEPHONE LOG Dictaphone Tapes (Audio conversations of City Operator)	TO+3	2/13/1989	3/24/1989		00000681 CRC	646314	584
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1993	2/28/1993		00000682 CRC	646315	585
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	11/1/1996	1/31/1997		00000683 CRC	646316	586
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1987	10/31/1987		00000684 CRC	646317	587
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1992	12/15/1993		00000685 CRC	646318	588
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1989	5/31/1990		00000686 CRC	646771	589
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1993	12/31/1993		00000687 CRC	646772	590
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	9/1/1987	10/30/1987		00000688 CRC	646773	591
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1991	12/31/1991		00000689 CRC	646774	592
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1990	12/31/1990		00000690 CRC	646775	593
0041. /ITA/01/	RADIO/TELEPHONE LOG PW/Street Services (Radio dispatched requests for services)	TO+3	1/1/1988	12/31/1988		00000691 CRC	646776	594
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) Bids for new computer equipment	TO+2	7/1/1964	1/31/1965	DO	00000060 CRC	14012	595 <i>wr</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) GTC Systems Proposal for Citrix RFP #ADM 810-02	TO+2	5/12/2002	10/31/2002	DO	00000735 CRC	711283	596 <i>wr</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) ACC Learning Solutions Proposal for RFP #ASB-1006-02 for Instructor Led Training	TO+2	9/19/2002	9/19/2002	DO	00000736 CRC	711284	597 <i>wr</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) Computer Association Proposal for Consulting Advisory Services for RFP #AMS-171-00	TO+2	12/7/2001	12/7/2001	DO	00000737 CRC	711285	598 <i>wr</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) "AIS Proposal for Citywide Service Request System	TO+2	3/1/2004	3/1/2004	DO	00000738 CRC	711286	599 <i>wr</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) Axis Group Corp Part one and two of the Proposal for Contract Programmers for RFP #OPA 207-05	TO+2	4/28/2004	5/5/2005	DO	00000739 CRC	711287	600 <i>wr</i>

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - ExecuTrain Proposal for Technology-Based Training Courseware for RFP #ADM-724-02	TO+2	5/13/1996	6/16/2002	DO	000000749 CRC	712074	601 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Enterprise Solution Group for Project Management Services for RFP #ARB-335-99	TO+2	7/22/1998	7/22/1999	DO	000000756 CRC	712358	602 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Non-selected proposals for the following RFP's - Originals	TO+2	11/24/1997	11/24/1997	DO	000000757 CRC	712359	603 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Non-selected proposals for the following RFP's - Originals	TO+2	9/2/1988	9/2/1988	DO	000000758 CRC	712360	604 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Non-selected proposals for the following RFP's - Originals	TO+2	10/31/2002	10/31/2002	DO	000000759 CRC	712361	605 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Non-selected proposals for the following RFP's - Originals	TO+2	1/7/1998	1/7/1998	DO	000000760 CRC	712362	606 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Non-selected proposals for the following RFP's - Originals	TO+2	3/19/1999	6/28/2001	DO	000000762 CRC	712364	607 <i>lm</i>
0042. /ITA/01/	RESPONSES TO REQUEST FOR PROPOSALS (RFPs) - Tag inside box: "RFQ 8823 07/31/1964"	TO+2	7/31/1964	7/31/1964	DO	CRC	798524	608 <i>lm</i>
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (43-03664- 43-04763)	TO+2	4/21/1999	6/18/2003	DO	000000261 CRC	731776	609 <i>EV.</i>
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (10-00004- 88-00023)	TO+2	7/3/2003	4/7/2004	DO	000000271 CRC	731777	610
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (01-00148- 94-00004)	TO+2	4/8/2003	2/5/2004	DO	000000275 CRC	731778	611
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00002- 78-00074)	TO+2	4/15/2003	8/25/2003	DO	000000277 CRC	731779	612
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (04-03294- 74-03260)	TO+2	7/24/2003	9/8/2004	DO	000000286 CRC	731780	613
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00008- 86-00025)	TO+2	8/7/2003	2/1/2005	DO	000000289 CRC	731781	614
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (14-00007- 70-00119)	TO+2	7/25/2003	9/1/2004	DO	000000290 CRC	731782	615
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00009- 88-00027)	TO+2	8/11/2003	12/16/2004	DO	000000291 CRC	731783	616
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (30-03569- 43-04518)	TO+2	6/26/2000	6/30/2003	DO	000000292 CRC	731784	617
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00010- 27-03641)	TO+2	8/19/2003	11/12/2004	DO	000000293 CRC	731785	618
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (10-00014- 88-00056)	TO+2	9/25/2003	12/7/2004	DO	000000294 CRC	731786	619
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00442- 62-03524)	TO+2	6/26/2000	6/20/2003	DO	000000295 CRC	731787	620
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00010- 96-00006)	TO+2	9/11/2003	2/11/2005	DO	000000296 CRC	731788	621
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00014- 96-00012)	TO+2	8/21/2003	3/23/2005	DO	000000297 CRC	731789	622
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00006- 94-00054)	TO+2	7/25/2003	4/25/2005	DO	000000298 CRC	731790	623
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00001- 96-00008)	TO+2	7/16/2003	12/21/2005	DO	000000299 CRC	731791	624
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (08-00084- 94-00055)	TO+2	7/3/2003	6/27/2005	DO	000000300 CRC	731792	625

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DETROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00018- 96-00011)	TO+2	12/23/2003	10/18/2005	DO	00000301 CRC	731793	626
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00013- 98-00001)	TO+2	9/15/2003	10/26/2005	DO	00000302 CRC	731794	627
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00015- 94-00086)	TO+2	3/30/2004	12/3/2005	DO	00000303 CRC	731795	628
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00016-94-00092)	TO+2	4/6/2004	11/22/2005	DO	00000854 CRC	777314	629
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00018-94-00002)	TO+2	8/11/2003	12/28/2005	DO	00000855 CRC	777315	630
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00019-94-00100)	TO+2	11/10/2004	2/9/2006	DO	00000856 CRC	777316	631
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00005-94-00101)	TO+2	6/7/2004	3/14/2006	DO	00000857 CRC	777317	632
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00021-94-00091)	TO+2	4/6/2004	3/31/2006	DO	00000858 CRC	777318	633
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00040-94-00113)	TO+2	5/3/2004	5/9/2006	DO	00000859 CRC	777319	634
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00022-96-00009)	TO+2	7/16/2003	7/31/2006	DO	00000860 CRC	777320	635
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00017-82-00142)	TO+2	11/30/2004	8/8/2006	DO	00000861 CRC	777321	636
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00023-94-00130)	TO+2	8/6/2004	10/3/2006	DO	00000862 CRC	777322	637
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00024-94-00127)	TO+2	1/6/2004	10/6/2006	DO	00000863 CRC	777323	638
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00007-96-00061)	TO+2	5/2/2005	9/20/2006	DO	00000864 CRC	777324	639
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00026-94-00139)	TO+2	5/17/2006	5/3/2007	DO	00000865 CRC	777326	640
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00062-94-00138)	TO+2	2/13/2004	10/17/2006	DO	00000866 CRC	777327	641
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00082-94-00146)	TO+2	3/1/2004	12/15/2006	DO	00000867 CRC	777328	642
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00086-94-00144)	TO+2	3/23/2004	3/14/2007	DO	00000868 CRC	777329	643
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00011-96-00002)	TO+2	9/11/2003	2/9/2007	DO	00000869 CRC	777330	644
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00032-96-00017)	TO+2	3/10/2005	6/26/2007	DO	00000870 CRC	777331	645
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00080-94-00018)	TO+2	4/27/2006	3/27/2008	DO	00000871 CRC	777332	646
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00027-94-00159)	TO+2	3/12/2004	5/11/2007	DO	00000872 CRC	777333	647
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00102-94-00157)	TO+2	7/22/2003	7/27/2007	DO	00000873 CRC	777334	648
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00031-96-00013)	TO+2	8/5/2004	8/10/2007	DO	00000874 CRC	777335	649
0044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00028-96-00014)	TO+2	8/11/2003	10/2/2007	DO	00000875 CRC	777336	650

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**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/01/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00034-96-00018)	TO+2	8/11/2004	12/14/2007	DO	000000876 CRC	777337	651 <i>66</i>
O044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (02-00038-94-00209)	TO+2	7/13/2005	2/8/2008	DO	000000877 CRC	777338	652 <i>for D.T.</i>
O044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00135-94-00223)	TO+2	3/21/2006	4/4/2008	DO	000000878 CRC	777339	653
O044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00152-96-00021)	TO+2	2/15/2007	6/12/2008	DO	000000879 CRC	777340	654
O044. /ITA/01/	COMMUNICATION SERVICE REQUESTS Comm Serv Request (06-00163-96-00016)	TO+2	9/22/2004	7/29/2008	DO	000000880 CRC	777341	655

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 655

Counts: 26 & 28; 57 to 115

Minus excluded boxes: 61
(Please line out excluded boxes on the form and note box numbers)

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION 594
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I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 434 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): *[Signature]* BY (DEPT HEAD): *[Signature]* DATE: 3-25-15

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU=SUPERSEDED TE=TERMINATION **TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"**
MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK
MT=MAG TAPE MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK
VT=VIDEO TAPE PC=PUNCH CARDS
RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

Date: 2/3/2015

PAGE: Page 1 of 2

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/02/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 INCOMING CORRESPONDENCE BOX #1	AR	1/1/1999	12/31/1999		00000799	734205	1
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 INCOMING CORRESPONDENCE BOX #2	AR	1/1/1999	12/31/1999		00000800	734206	2
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 INCOMING CORRESPONDENCE BOX #4	AR	1/1/1999	12/31/1999		00000801	734207	3
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 INCOMING CORRESPONDENCE BOX #5	AR	1/1/1999	12/31/1999		00000802	734208	4
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 INCOMING CORRESPONDENCE BOX #6	AR	1/1/1999	12/31/1999		00000803	734209	5
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 OUTGOING CHRONO BOX #1	AR	1/1/1999	12/31/1999		00000804	734210	6
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 OUTGOING CHRONO BOX #3	AR	1/1/1999	12/31/1999		00000805	734211	7
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 OUTGOING CHRONO BOX #4	AR	1/1/1999	12/31/1999		00000806	734212	8
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 OUTGOING CHRONO BOX #5	AR	1/1/1999	12/31/1999		00000807	734213	9
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 1999 OUTGOING CHRONO BOX #6	AR	1/1/1999	12/31/1999		00000808	734214	10
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2000 INCOMING CORRESPONDENCE	AR	1/1/2000	12/31/2000		00000809	734215	11
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2000 INCOMING CORRESPONDENCE	AR	1/1/2000	12/31/2000		00000810	734216	12
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2000 INCOMING CORRESPONDENCE	AR	1/1/2000	12/31/2000		00000811	734217	13
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2000 INCOMING CORRESPONDENCE	AR	1/1/2000	12/31/2000		00000812	734218	14
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2000 OUTGOING CHRONO	AR	1/1/2000	12/31/2000		00000813	734219	15
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2001 INCOMING CORRESPONDENCE	AR	1/1/2001	12/31/2001		00000814	734220	16
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2001 INCOMING CORRESPONDENCE	AR	1/1/2001	12/31/2001		00000815	734221	17
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2001 OUTGOING CHRONO	AR	1/1/2001	12/31/2001		00000816	734222	18
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2001 OUTGOING CHRONO	AR	1/1/2001	12/31/2001		00000817	734223	19
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 INCOMING CORRESPONDENCE	AR	1/1/2002	12/31/2002		00000818	734224	20
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 INCOMING CORRESPONDENCE	AR	1/1/2002	12/31/2002		00000819	734225	21
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 INCOMING CORRESPONDENCE	AR	1/1/2002	12/31/2002		00000820	734226	22
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 OUTGOING CHRONO	AR	1/1/2002	12/31/2002		00000821	734227	23
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 OUTGOING CHRONO	AR	1/1/2002	12/31/2002		00000822	734228	24
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2002 OUTGOING CHRONO	AR	1/1/2002	12/31/2002		00000823	734229	25

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for
D.J.
A long vertical line with a hook at the bottom, extending from the right side of the table.

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

PAGE: Page 2 of 2

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT SERVICES

/ITA/02/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 INCOMING CORRESPONDENCE	AR	1/1/2003	12/31/2003		00000824 CRC	734230	26
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 INCOMING CORRESPONDENCE	AR	1/1/2003	12/31/2003		00000825 CRC	734231	27
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 INCOMING CORRESPONDENCE	AR	1/1/2003	12/31/2003		00000826 CRC	734232	28
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 OUTGOING CHRONO	AR	1/1/2003	12/31/2003		00000827 CRC	734233	29
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 OUTGOING CHRONO	AR	1/1/2003	12/31/2003		00000828 CRC	734234	30
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2003 OUTGOING CHRONO	AR	1/1/2003	12/31/2003		00000829 CRC	734235	31
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 INCOMING CORRESPONDENCE	AR	1/1/2004	12/31/2004		00000830 CRC	734236	32
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 INCOMING CORRESPONDENCE	AR	1/1/2004	12/31/2004		00000831 CRC	734237	33
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 OUTGOING CHRONO	AR	1/1/2004	12/31/2004		00000832 CRC	734238	34
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 OUTGOING CHRONO	AR	1/1/2004	12/31/2004		00000833 CRC	734239	35
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 OUTGOING CHRONO	AR	1/1/2004	12/31/2004		00000834 CRC	734240	36
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2004 OUTGOING CHRONO	AR	1/1/2004	12/31/2004		00000835 CRC	734241	37
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2005 INCOMING CORRESPONDENCE	AR	1/1/2005	12/31/2005		00000836 CRC	734242	38
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2005 INCOMING CORRESPONDENCE	AR	1/1/2005	12/31/2005		00000837 CRC	734243	39
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2006 OUTGOING CHRONO (1 OF 2)	AR	1/1/2006	12/31/2006		00000838 CRC	734244	40
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2006 OUTGOING CHRONO (2 OF 2)	AR	1/1/2006	12/31/2006		00000839 CRC	734245	41
D007. /ITA/02/	CORRESPONDENCE AND SUBJECT FILES 2006 INCOMING CORRESPONDENCE	AR	1/1/2006	12/31/2006		00000840 CRC	734246	42

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Excluded Boxes: TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 42

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers) 0

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION 42

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 434 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): [Signature] BY (DEPT HEAD): [Signature] DATE: 3-25-15

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU=SUPERSEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"
MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK
MT=MAG TAPE MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK
VT=VIDEO TAPE PC=PUNCH CARDS
RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

PAGE: Page 1 of 1

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/MANAGEMENT

/ITA/03/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: ACCOUNTING - CONTRACT ADMIN.	TO+15	7/1/1996	6/30/1997		000000418	600417	1
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: CONTROLLER - MAYOR	TO+15	7/1/1996	6/30/1997		000000419	600418	2
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: PENSIONS - NON-CITY/MISC.	TO+15	7/1/1996	6/30/1997		000000420	600419	3
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES OUTGOING: ALL DEPT. HEADS - CLA	TO+15	7/1/1996	6/30/1997		000000421	600420	4
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: ACCOUNTING - CONTROLLER	TO+15	7/1/1997	6/30/1998		000000422	600421	5
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: CONVENTION CENTER - NON-CITY	TO+15	7/1/1997	6/30/1998		000000423	600422	6
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES INCOMING: MISCELLANEOUS	TO+15	7/1/1997	6/30/1998		000000424	600423	7
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES OUTGOING: ACCOUNTING - MAYOR	TO+15	7/1/1997	6/30/1998		000000425	600424	8
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES OUTGOING: MEMORIAL COLISEUM - NON CITY	TO+15	7/1/1997	6/30/1998		000000426	600425	9
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES OUTGOING: CDD - NON-CITY	TO+15	7/1/1996	6/30/1997		000000427	600426	10
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Materials Management System - notebooks, etc. 1976 to 1981	TO+15	1/1/1976	12/31/1981		00000082	798242	11
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Outgoing Correspondence 1977	TO+15	1/1/1977	12/31/1977		000000007	810294	12
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Grant Papers and Invoices for AWDI, AFI, MILE. 1973-1975.	TO+15	1/1/1973	12/31/1975		000000408	811269	13
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Outgoing Correspondence 1976. Box also labelled Box "8"	TO+15	1/1/1976	12/31/1976		000000241	811430	14
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Incoming Correspondence 1977 (from other departments).	TO+15	1/1/1977	12/31/1977		000000009	811463	15
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Bos numbered #10 and #11.	TO+15	1/1/1976	12/31/1977		000000010	812000	16
O002. /ITA/03/	CORRESPONDENCE AND SUBJECT FILES Correspondence, Incoming: 1984. Convention Center - Non-City.	TO+15	1/1/1984	12/31/1984			812354	17

2.1
for
BT

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

17

Minus excluded boxes:

(Please line out excluded boxes on the form and note box numbers)

0

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION

17

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 434 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD):

[Signature]

BY (DEPT HEAD):

[Signature]

DATE:

3-25-15

RETENTION CODES:

AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU-SUPERSEDED TE=TERMINATION TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"

MEDIA CODES:

AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK
MT=MAG TAPE MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK
VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPES:

V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/OPERATIONS

//ITA/05/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
O005. //ITA/05/	OFF-SITE TAPE AND DOCUMENT STORAGE Label 1:	TO+2	1/1/1986	12/31/1986		000000099 CRC	798493	1
O005. //ITA/05/	OFF-SITE TAPE AND DOCUMENT STORAGE Tape Transmittals 1984 - 1986	TO+2	1/1/1984	12/31/1986		000000098 CRC	809535	2
O006. //ITA/05/	OPERATIONS PROCEDURES Deleted Production Jobs (originals or punch cards). 1986-1987.	SU+2	1/1/1986	12/31/1987		000000545 CRC	810302	3

EV.
for DIT.

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 3

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers) 0

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION 3

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 134 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): *[Signature]* BY (DEPT HEAD): *[Signature]* DATE: 3-25-15

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU=SUPERSEDED TE=TERMINATION **TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"**
MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK
MT=MAG TAPE MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK
VT=VIDEO TAPE PC=PUNCH CARDS
RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)

Date: 2/3/2015

PAGE: Page 1 of 1

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/OPERATIONS

/ITA/06/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
D003. /ITA/06/	DOCUMENTATION Box 534	SU	1/1/1967	12/31/1981		000000005 CRC	798494	1
D008. /ITA/06/	MEMORANDA (Copies of memoranda)	AR	1/1/1981	12/31/1982		000000129 CRC	798359	2
D008. /ITA/06/	MEMORANDA Memoranda 1981: GC38-1002-9. #104-107. "Box 130: Shannon File #1 and #1."	AR	1/1/1981	12/31/1981		000000006 CRC	810300	3
D011. /ITA/06/	REQUISITIONS AND PURCHASE ORDERS Box 98	TO+5	1/1/1976	12/31/1978		000000035 CRC	798496	4

EV.
for DT

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 4

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers) 0

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION 4

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 43A OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): [Signature] BY (DEPT HEAD): [Signature] DATE: 3-25-15

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU=SUPERSEDED TE=TERMINATION **TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"**
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VT=VIDEO TAPE PC=PUNCH CARDS
RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS
(ORIGINAL RECORDS)**

Date: 2/3/2015

PAGE: Page 1 of 1

RECORDS OF: INFORMATION TECHNOLOGY AGENCY/SYSTEMS AND PROGRAMMING

/ITA/08/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
D006. /ITA/08/	WORK ORDER TRANSMITTALS (DSB 258) Work Order Transmittals April-May 1989	CL	4/1/1989	5/30/1989		000000009 CRC	799043	1
D006. /ITA/08/	WORK ORDER TRANSMITTALS (DSB 258) Work Order Transmittals Oct. - Nov. 1988	CL	10/1/1988	11/30/1988		000000007 CRC	799044	2
D006. /ITA/08/	WORK ORDER TRANSMITTALS (DSB 258) Work Order Transmittals Aug. - Sept. 1988	CL	8/1/1988	9/30/1988		000000006 CRC	799177	3
D006. /ITA/08/	WORK ORDER TRANSMITTALS (DSB 258) Work Order Transmittals - June 1989	CL	1/1/1989	12/31/1989		000000010 CRC	801054	4
D006. /ITA/08/	WORK ORDER TRANSMITTALS (DSB 258) Work Order Transmittals: August 1988 - March 19889.	CL	8/1/1988	3/31/1989		000000008 CRC	813359	5

26 for D.T.

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 5

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers) 0

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION 5

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 444 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): [Signature]

BY (DEPT HEAD): [Signature]

DATE: 3-25-15

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT
SU=SUPERSEDED TE=TERMINATION **TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"**
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VT=VIDEO TAPE PC=PUNCH CARDS
RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL