

**City of Los Angeles
Departmental Records Disposition Schedule
Original Records**

Records of: LOS ANGELES POLICE DEPARTMENT/HOMICIDE LIBRARY UNIT

/PDX/64/

CERTIFIED PER SECTION 12.3 OF LOS ANGELES ADMINISTRATIVE CODE

Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	-- Retention (YEARS) --		-- Media Code		Record Type		
			Office	Total			V	H	C

All records shall be retained for a minimum of two years, including records not included in the Schedule items listed below unless a shorter period is otherwise specified by law or a longer period is otherwise required by law, or unless, consistent with state law, a different period of retention is established by order or resolution of the City Council.

/PDX/64/	O	Original Record Series								
/PDX/64/	O001.	MURDER BOOK-SOLVED RECORD TYPES: A-ARREST REPORT - LAPD 5.2 B-CHRONOLOGICAL RECORD - LAPD 3.11.6 C-CRIME SCENE LOG - LAPD 3.11.4 D-DEATH INVESTIGATION REPORT - LAPD 3.11 E-FOLLOW-UP INVESTIGATION REPORT - LAPD 3.14 F-PRELIMINARY INVESTIGATION REPORT - LAPD 3.1 G-PRESS RELEASE - LAPD 3.11.5 H-PROPERTY REPORT - LAPD 10.1 I-VEHICLE INVESTIGATION - LAPD 3.7 J-WITNESSES - LIST - LAPD 3.11.7	CL+20	PE	DO	N	N	N		
/PDX/64/	O002.	MURDER BOOK-UNSOLVED RECORD TYPES: A-ARREST REPORT - LAPD 5.2 B-CHRONOLOGICAL RECORD - LAPD 3.11.6 C-CRIME SCENE LOG - LAPD 3.11.4 D-DEATH INVESTIGATION REPORT - LAPD 3.11 E-FOLLOW-UP INVESTIGATION REPORT - LAPD 3.14 F-PRELIMINARY INVESTIGATION REPORT - LAPD 3.1 G-PRESS RELEASE - LAPD 3.11.5 H-PROPERTY REPORT - LAPD 10.1 I-VEHICLE INVESTIGATION - LAPD 3.7 J-WITNESSES - LIST - LAPD 3.11.7	TO+20	PE	DO	N	N	N		

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION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 EL=ELECTRONIC FILE FM=FILM MD=MAG DISK MT=MAG TAPE
MC=MICROFICHE MF=MICROFILM PH=PHOTO NG=NEGATIVE OD=OVERSIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPE: V=VITAL H=HISTORICAL C=CONFIDENTIAL L=LEGAL