

City of Los Angeles
Departmental Records Disposition Schedule
Duplicate Records

Records of: LOS ANGELES POLICE DEPARTMENT/SCIENTIFIC INVESTIGATION DIVISION
/PDX/71/

CERTIFIED PER SECTION 12.3 OF LOS ANGELES ADMINISTRATIVE CODE

Sched. No.	Sched. Item No.	Record Title (Description / Sub Categories / Remarks)	-- Retention (YEARS) -- Office	Media Code	Record Type V H C L
/PDX/71/	D	DUPLICATE RECORD SERIES			
/PDX/71/	D001.	AUTHORIZATION TO USE RESTRICTED ELECTRONIC SURVEILLANCE... (LAPD 12.41) (OFFICE OF SPECIAL SERVICES) FORM: LAPD 12.41 RECORD TYPES:	TE		N N N
/PDX/71/	D002.	INTER & INTRA DEPARTMENTAL MANUALS, PUBL'CONS, BULLETINS... (ORIGINATING OFFICE) RECORD TYPES:	SU		N N N
/PDX/71/	D003.	OVERTIME HISTORY REPORT BY DIVISION PROPERTY REPORT (FISCAL OPERATIONS DIVISION) RECORD TYPES:	TO+2		N N N
/PDX/71/	D004.	PROPERTY REPORT (LAPD 10.01) (RECORDS AND IDENTIFICATION DIVISION) FORM: LAPD 10.01 RECORD TYPES:	CL+20		N N N
/PDX/71/	D005.	PUBL'CONS & REFERENCE MATERIALS REC'VD FROM OUTSIDE SOURCES (NON-RECORD MATERIAL) RECORD TYPES:	AR		N N N
/PDX/71/	D006.	RECORD OF PRISONER PHOTOGRAPHS (LAPD 12.06) (JAIL DIVISION) FORM: LAPD 12.06 RECORD TYPES:	TO+2		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RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CL=CLOSED CO=COMPLETION CA=CANCELLED EX=EXPIRATION PE=PERMANENT SU=SUPERCEDED TE=TERMINATION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

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/PDX/71/	D007.	RECORD TRANSFER LIST (GEN 60 & G) (CITY CLERK, RECORDS MANAGEMENT DIVISION) FORM: GEN 60 & G RECORD TYPES:	SU+2		N	N	N	
/PDX/71/	D008.	RECORDS TRANSFER LIST (GEN. 62) (CITY CLERK, RECORDS MGMT DIV; DISCARD AFTER ALL BOXES DESTROYED) FORM: GEN. 62 RECORD TYPES:	CL		N	N	N	
/PDX/71/	D009.	REQUISITION (LAPD 15.11) (SUPPLY DIVISION) FORM: LAPD 15.11 RECORD TYPES:	TO+2		N	N	N	
/PDX/71/	D010.	STORES REQUISITION (GS/S-70) (SUPPLY DIVISION) FORM: GS/S-70 RECORD TYPES:	TO+2		N	N	N	
/PDX/71/	D011.	WEEKLY CREW TIME SHEET (5054) (FISCAL OPERATIONS DIVISION) FORM: 5054 RECORD TYPES:	TO+2		N	N	N	

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