



L. S. HOLLINGER
CHIEF ADMINISTRATIVE OFFICER

29

County of Los Angeles

Board of Supervisors

502 Hall of Records
Los Angeles 12
Mutual 9211

MEMBERS OF THE BOARD
BURTON W. CHACE
CHAIRMAN
HERBERT C. LEGG
KENNETH HAHN
JOHN ANSON FORD
WARREN M. DORN

May 6, 1958

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998.41

HONORABLE BOARD OF SUPERVISORS
County of Los Angeles
501 Hall of Records

Gentlemen:

AUTHORIZATION FOR DESTRUCTION OF COUNTY RECORDS.

During the 1957 legislative session the Government Code was amended to permit the destruction of records and documents more than two years old which are not required pursuant to a State statute or County charter. This legislation, which was sponsored by your Board, permits the destruction of miscellaneous records that supplement other permanent records and have no lasting value. Until amended, Section 26202 of the Government Code provided that such records had to be retained five years before destruction.

The Auditor-Controller has requested that the permissive authority of the Board of Supervisors to give blanket authorization for the destruction of miscellaneous correspondence and records be used to enable departments to conform with this desirable provision. By authorization of your Board, given on February 18, 1947, all County departments have had blanket authorization to destroy records more than five years old and of no further use to the department.

It is now recommended that this blanket authorization be amended permitting destruction of such records after two years as now provided by State statute. Since the filing of miscellaneous correspondence and records is costly, both in space occupancy and file maintenance,

AFTER BD ACTION COPIES MAILED TO:	No.
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MAY 13 1958
MOTION

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ATTENDMENT
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May 6, 1958

IT IS RECOMMENDED:

That all County departments be authorized to destroy any record, paper, or document which is more than two years old and which was prepared or received in any manner other than pursuant to a State statute or County charter, and which is of no further use to the department.

Very truly yours,



L. S. HOLLINGER
Chief Administrative Officer

LSH:LE:dm

cc: Each Supervisor
Auditor-Controller
All County Departments

OFFICE OF THE BOARD OF SUPERVISORS

COUNTY OF LOS ANGELES

501 HALL OF RECORDS

May 14, 1958

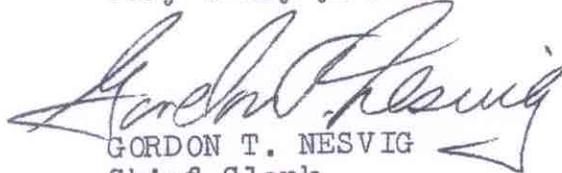
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TO ALL COUNTY DEPARTMENT HEADS:

At the meeting of the Board of Supervisors on May 13, 1958 an order was adopted giving authorization for destruction of County records in accordance with recommendation of the Chief Administrative Officer, copy of which is attached.

Very truly yours,


GORDON T. NESVIG
Chief Clerk

GTN/GJ/epa

enc.

File copy