



# Orange County Sanitation District

Administration Building  
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## Agenda Report Details

**File #:** 2022-2212    **Version:** 1    **Name:**

**Type:** Consent    **Status:** Passed

**File created:** 3/10/2022    **In control:** ADMINISTRATION COMMITTEE

**On agenda:** 3/23/2022    **Final action:** 3/23/2022

**Title:** UPDATE TO RECORDS MANAGEMENT PROGRAM PROCEDURES AND RECORDS RETENTION SCHEDULE RESOLUTION

**Sponsors:** Kelly Lore

**Indexes:**

**Code sections:**

**Attachments:** 1. Agenda Report, 2. Resolution No. OC SAN 22-10, 3. Records Management Procedure Manual - Redline, 4. Records Management Procedure Manual - Clean, 5. Records Retention Schedule Redline

Date	Ver.	Action By	Action	Result
3/23/2022	1	BOARD OF DIRECTORS		
3/9/2022	1	ADMINISTRATION COMMITTEE	Recommended for Approval	