



APPROVAL OF RECORDS RETENTION SCHEDULE

In accordance with provisions of Title 30, *Code of Laws of South Carolina, 1976*, Sections 30-1-10 through 30-1-140, as amended, the attached Records Retention Schedule is submitted for approval. This schedule supersedes any previously approved schedule for these same records series.

PART I—Office or Department

BERKELEY COUNTY

Local Government Subdivision

~~GEOGRAPHIC INFORMATION SYSTEM~~

Office or Department

8

Record Group Number

I certify that I am authorized to act for this office or department in the disposition of its public records and hereby approve the attached Records Retention Schedule. The schedule meets all legal and audit requirements and the records have no further administrative, fiscal, or legal value to this office or department after the expiration of the prescribed retention periods.

Records series included in this approval are numbered: 10811

9/15/98
Date

Pamela Powell
Signature of Approving Authority

Adm. Sucs. Director
Title

PART II—Governing Body

I am authorized to act for the governing body of this local government subdivision and certify that the governing body has approved the Records Retention Schedule as described in Part I, above.

9/15/98
Date

[Signature]
Signature of Approving Authority

Supervisor
Title

PART III—Department of Archives and History

The records listed in the attached Records Retention Schedule have been evaluated by this department for their management, research, and permanent value and are approved for retention or disposal as described in the schedule.

9-21-98
Date

Joy A. Tuzon
Director, Department of Archives and History
STATE ARCHIVIST AND
RECORDS ADMINISTRATOR



BERKELEY COUNTY

RECORD GROUP NUMBER: 8

GEOGRAPHIC INFORMATION SYSTEM

10811 911 ADDRESSING

Description:

Records used by the emergency services department to locate residents in an emergency. Information includes notification of road name changes, change of address distribution reports, maps, guidelines for naming roads, road description and location, address survey list, and BellSouth E911 MSAG Ledgers, resident's old and new 911 address, name and phone numbers.

Retention:

Until superseded or no longer used for reference, then destroy.

Schedule Approved

9-21-98