



Approved by Oversight Committee on Public Records on: 02/22/2023

**THIS IS NOT A RECORDS RETENTION SCHEDULE** – it is only an overview of the actions taken for each Record Series that existed prior to the *deactivation* of the Special Districts Retention Schedule (SD).

The Special Districts Retention Schedule (SD) previously covered regional Authorities, Commissions, Corporations, Districts and Territories: Airport, Building, Conservancy, Fire Protection, Flood Control, Port, Planning, Public Transportation, Sewage, Solid Waste, Solid Waste Management, Water, or any other district required to follow state statutes and audited by the State Board of Accounts.

The Retention Schedule was deactivated by the Oversight Committee on Public Records on February 2, 2023, with all Record Series either

- transferred to the County/Local General Retention Schedule and assigned a new GEN Record Series Number, or
- deactivated because an equivalent Record Series already exists on the County/Local General Retention Schedule.

## Overview of Record Series Deactivations and Transfers

Light gray: This SD Record Series was transferred to the County/Local General Retention Schedule (GEN) and assigned a new GEN Record Series Number. Any updates to the content have been made on the GEN schedule.

Dark gray: this SD record series was deactivated. You should use the listed existing Record Series on the County/Local General Retention Schedule.

IF YOU USED TO USE RECORD SERIES...	NOW YOU SHOULD USE RECORD SERIES... on the County/Local GEN Retention Schedule.
SD 10-01	GEN 24-01
SD 10-02	GEN 10-10 (revenue records) and GEN 10-11 (expenditure records)
SD 10-03	GEN 23-01
SD 10-04	GEN 10-10
SD 10-05	GEN 10-10 (revenue records) and GEN 10-11 (expenditure records)
SD 10-06	GEN 10-11
SD 10-07	GEN 10-11
SD 10-08	GEN 20-02
SD 10-09	GEN 23-02
SD 10-10	GEN 20-04
SD 10-11	GEN 23-03
SD 10-12	GEN 20-04

### SUMMARY

**Transferred to County/Local GEN:** SD 10-03 (GEN 23-01), SD 10-09 (GEN 23-02), SD 10-11 (GEN 23-03)

**Deactivated:** SD 10-01, SD 10-02, SD 10-04, SD 10-05, SD 10-06, SD 10-07, SD 10-08, SD 10-10, SD 10-12.

If you have questions about this overview or about the County/Local Assessing Officials Retention Schedule, please contact IARA's County Records Management section at 317-232-3380 or [cty@iara.in.gov](mailto:cty@iara.in.gov).