

JIM EDGAR
Secretary of State
and
State Archivist

STATE OF ILLINOIS
STATE RECORDS COMMISSION

APPLICATION FOR AUTHORITY TO
DISPOSE OF STATE RECORDS

APPLICATION NO. 90-21
PAGE 1 OF 1 PAGES.

RM-7.1

AGENCY Department of Children & Family Services
DIVISION Management and Budget
SUBDIVISION Office of Financial Management

RECOMMENDATION:

Jim Edgar 4/18/90
ARCHIVIST DATE

I HEREBY CERTIFY THAT THE RECORDS DESCRIBED IN THIS APPLICATION ARE NOT NEEDED IN THE TRANSACTION OF CURRENT BUSINESS AND ARE NOT OF SUFFICIENT ADMINISTRATIVE, LEGAL, OR FISCAL VALUE TO WARRANT FURTHER PRESERVATION.

STATE RECORDS COMMISSION APPROVAL:

Joe Daley
CHAIRMAN

Michael Severino
SECRETARY

HEAD OF AGENCY
GORDON JOHNSON

3-19-90

DATE

APR 18 1990

DATE

SUBMIT ORIGINAL AND TWO COPIES TO STATE RECORDS COMMISSION WITH SAMPLES OF EACH ITEM LISTED.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES GIVE TITLE, EARLIEST DATE, FILE ARRANGEMENT, VOLUME, ANNUAL ACCUMULATION, FORM NUMBERS, LEGAL REQUIREMENTS AFFECTING RETENTION, AND RECOMMENDED RETENTION PERIOD. IF MICROFILMED, THE HEAD OF THE AGENCY SHALL ATTACH A STATEMENT CERTIFYING THAT MICROFILM COPIES, MADE IN ACCORDANCE WITH THE STANDARDS OF THE STATE RECORDS COMMISSION, WILL BE ADEQUATE SUBSTITUTES FOR THE ORIGINAL RECORDS.	ACTION TAKEN
----------	--	--------------

GAAP Reports and Related Material (Originals & Agency Record Copies)

Dates: 1983 -
Volume: 7 Cu. Ft.
Annual Accumulation: 1 Cu. Ft.
Arrangement: Chronological by fiscal year

This record series consists of the Generally Accepted Accounting Principles (GAAP) Reports and related material maintained by the Department of Children and Family Services. These files contain the GAAP reports, summaries of accounts payable, trial balances, ledger sheets, and other related material. The original GAAP reports are maintained by the state Comptroller's Office.

Recommendation: Retain in office for six (6) years, then dispose of provided all audits have been completed under the supervision of the Auditor General, if necessary, and no litigation is pending or anticipated.

*Disposition
Approved*