



Peacekeeping Operations Retention Schedule - Legal Affairs Function

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Local Archive = Move to semi-active storage; Interim Archive = Transfer to ARMS; Permanent Archive = Transfer to ARMS for permanent storage Page 1

Schedule no.	Title	Transfer to	Destruction	Notes	Source	Active from
PKO.LEG001.P	Policy and guidance	Local Archive after Date Closed Permanent Archive 1 Month after End of Mission Mandate (User Defined)	Must Not Destroy	Records include: locally-produced policy and procedure relating to Legal activities. Office of record: Office of the Special Representative of the Secretary-General.	PORS	18/11/2005
PKO.LEG002.P	Reporting to UNHQ	Local Archive after Date Closed	Destroy Permitted Destroy 3 Years after Date Closed Destroy 1 Month after End of Mission Mandate (User Defined)	Records include: non-record copies of reports relating to legal activities. Office of record: UNHQ DPKO/OUSG/CRU.	PORS	18/11/2005
PKO.LEG003.P	Agreements and regulations	Local Archive after Date Closed	Must Not Destroy	Records include: non-record copies of status of forces agreements (SOFAs), status of mission agreements (SOMAs), stability pacts, letters of assist, memoranda of understanding (MoUs), rules of engagement; records related to immunities and privileges, disputed boundaries, freedom of movement, judgments, amnesty, regulations, and sanctions. Office of record: UNHQ DPKO/OUSG/CRU.	PORS	18/11/2005