



Retention Schedule for Records of the Secretariat of the Advisory Committee on Admin. and Budgetary Questions

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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
ACABQ001	Records of the ACABQ	Local Archive after Date Closed Interim Archive 8 Years after Date Closed Permanent Archive 1 Month after Date Registered	Must Not Destroy	The series consists of draft minutes of meetings, summary records/official records of the Fifth Committee meetings, correspondence, memoranda and working papers. Office of record: Secretariat of the Advisory Committee on Administrative and Budgetary Questions	ARMS	27/09/2004