



Agency Records Disposition Schedule

Department: Department of Conservation

Section: Internal Audit

Division: Administration Division

Sub-Section:

TITLE: Hunting and Fishing Privileges Lifetime Revocation Records

CUTOFF: Issuance of Revocation

DESCRIPTION: Records regarding revocation of hunting and fishing privileges for individuals with lifetime revocations. Records include, but are not limited to, supporting documentation, investigation notes, hearing notes, and revocation spreadsheets.

RETENTION: Years: 1 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Permanent - Transfer to Missouri State Archives

SERIES: 24576

SERIES STATUS: Approved

APPROVAL DATE: 6/28/2023

TITLE: Hunting and Fishing Privileges Revocation Records

CUTOFF: End of Revocation Period

DESCRIPTION: Records regarding revocation of hunting and fishing privileges for individuals. Records include, but are not limited to, supporting documentation, investigation notes, hearing notes, and revocation spreadsheets.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES: For lifetime revocations, please see series 24576.

DISPOSITION ACTION: Destroy

SERIES: 21082

SERIES STATUS: Approved

APPROVAL DATE: 6/28/2023



Agency Records Disposition Schedule

Department: Department of Conservation

Section:

Division: Administration Division

Sub-Section:

TITLE: Firearm Purchase and Ownership Records

CUTOFF: End of Federal Fiscal Year in Which Firearm is Surplused

DESCRIPTION: Records documenting agency purchases and ownership involving firearms. Records include, but are not limited to, records of purchases made, custody logs, and repair logs. Records are subject to the rules and regulations as stated in 27 CFR 478.129(f) and 27 CFR 478.133.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21204

SERIES STATUS: Approved

APPROVAL DATE:

6/28/2023