



### Agency Records Disposition Schedule

Department: Department of Commerce and Insurance

Section: Executive Division/Commission

Division: Missouri Public Service Commission

Sub-Section:

**TITLE:** Case Updates

**CUTOFF:** Closed when final order is issued

**DESCRIPTION:** Memoranda to Commissioners from judges regarding the status of pending cases.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23265

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010

**TITLE:** Draft Orders

**CUTOFF:** Closed when final order is issued

**DESCRIPTION:** Orders prepared by Public Service Commission regulatory law judges and presented to the Commissioners to vote on in order to adjudicate the rights of parties to cases before the Commission.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23263

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010

**TITLE:** Legal Memoranda

**CUTOFF:** Closed when final order is issued

**DESCRIPTION:** Attorney client privileged memoranda on legal issues to Commissioners from judges and attorneys.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23264

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010



**Agency Records Disposition Schedule**

Department: Department of Commerce and Insurance

Section: Executive Division/Commission

Division: Missouri Public Service Commission

Sub-Section:

**TITLE:** Memoranda From Retained Experts/Consultants

**CUTOFF:** EOSFY

**DESCRIPTION:** Reports and updates from experts and consultants retained by the Commission to undertake research, investigations, and special projects.

**RETENTION:** Years: 10 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23266

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010

**TITLE:** Regulated Entity Updates

**CUTOFF:** EOSFY

**DESCRIPTION:** Reports and memoranda from regulated entities regarding new or ongoing programs, events of interest, and other information.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23268

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010

**TITLE:** Special Projects and Investigations

**CUTOFF:** EOSFY in which the project or investigation concluded

**DESCRIPTION:** Records relating to special projects and commission investigations that do not become official cases.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23269

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010



**Agency Records Disposition Schedule**

Department: Department of Commerce and Insurance

Section: Executive Division/Commission

Division: Missouri Public Service Commission

Sub-Section:

**TITLE:** Staff Memoranda

**CUTOFF:** EOSFY

**DESCRIPTION:** Reports and memoranda from Commission staff regarding research, investigations, and special projects that are not the subject of a pending administrative case.

**RETENTION:** Years: 10 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 23267

**SERIES STATUS:** Approved

**APPROVAL DATE:**

9/8/2010