



Agency Records Disposition Schedule

Department: Department of Commerce & Insurance

Section: Legal Section

Division: Office of the Director

Sub-Section:

TITLE: Case Files - Departmental Action

CUTOFF: Completion of Action

DESCRIPTION: Records concerning actions against a licensee's license or an insurance company's certificate of authority or actions to enjoin improper or illegal conduct by licensees, companies, or insurers. Includes records created pursuant to Chapters 325, 354, and 374 through 385 RSMo.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22593

SERIES STATUS: Approved

APPROVAL DATE:

6/28/2023

TITLE: Case Files - Final Orders

CUTOFF: Completion of Action

DESCRIPTION: Orders of the Director indicating what disciplinary action the department will take against a licensee, applicant, or insurer. These orders contain concise summaries of evidence and conclusions of law, which are important for documenting precedent and for referencing when planning future actions. Includes records created pursuant to Chapters 325, 354, and 374 through 385 RSMo.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Permanent - Transfer to Missouri State Archives

SERIES: 22592

SERIES STATUS: Approved

APPROVAL DATE:

6/28/2023



Agency Records Disposition Schedule

Department: Department of Commerce & Insurance

Section: Legal Section

Division: Office of the Director

Sub-Section:

TITLE: No-Action Letters

CUTOFF: Issuance of Letter

DESCRIPTION: Records related to letters issued by the department to requesting insurers containing analysis of compliance with insurance laws relative to a given fact pattern. The letters state the intention of the department to not take enforcement actions under section 374.046 RSMo with respect to the insurer, based on the specific facts then presented and applicable laws. Records include, but are not limited to, requests, letters, and supplementary information. Includes records created pursuant to 374.018 RSMo.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Permanent - Transfer to Missouri State Archives

SERIES: 22596

SERIES STATUS: Approved

APPROVAL DATE: 6/28/2023