



Agency Records Disposition Schedule

Department: Department of Labor and Industrial Relations

Section: Quality Control Section

Division: Division of Employment Security

Sub-Section:

TITLE: Employment Security/Employment and Training Administration Program Report Worksheets

CUTOFF:EOCY

DESCRIPTION: Records of completed program report worksheets associated with the Unemployment Insurance Required Reports (UIRR) as established by the United States Department of Labor, Employment and Training Administration. Records include, but are not limited to, Program Report worksheets. Records maintained per Section 288.100 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6667

SERIES STATUS: Approved

APPROVAL DATE:

11/15/2016

TITLE: Employment Security/Employment and Training Administration Program Reports

CUTOFF:EOCY

DESCRIPTION: Records of federally mandated Unemployment Insurance Required Reports (UIRR) as established by the United States Department of Labor, Employment and Training Administration. Records include, but are not limited to, documentation of all financial records and programs, statistical information, grantees or sub-grantees, and supporting documentation. Records maintained per Section 288.360 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6666

SERIES STATUS: Approved

APPROVAL DATE:

11/15/2016



Agency Records Disposition Schedule

Department: Department of Labor and Industrial Relations

Section: Quality Control Section

Division: Division of Employment Security

Sub-Section:

TITLE: Federal Regional Office Reviews

CUTOFF:EOCY

DESCRIPTION: Specific letter correspondence from the US Department of Labor Regional Office, that pertains to the federal review of the selected Missouri Benefits Accuracy Measurement (BAM), Denied Claims Accuracy (DCA), and individual claimant case file folders that were completed during the calendar year. Records include, but are not limited to, descriptions of problems found in any case that was reviewed. Records created and maintained per 20 CFR Part 602 and The Improper Payments Elimination and Recovery Act (IPERA).

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 6660

SERIES STATUS: Approved

APPROVAL DATE:

11/15/2016

TITLE: Quality Control Case Files

CUTOFF:EOCY

DESCRIPTION: Completed individual claimant case files that were investigated and audited by Unemployment Insurance Auditors during the calendar year. Records include, but are not limited to, a copy of all agency documents from the claimant's original claim file in addition to any documents pertaining to the Benefits Accuracy Measurement (BAM)/Paid Claims Accuracy (PCA) and Denied Claims Accuracy (DCA) investigations. Records produced per Section 288.040 RSMo.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23015

SERIES STATUS: Approved

APPROVAL DATE:

11/15/2016