

County of El Dorado
**RECORDS DISPOSITION
 SCHEDULE**

Department: EL DORADO COUNTY SHERIFF
 Organizational Unit: RECORDS
 Address: 300 FAIR LANE, PLACERVILLE, CA 95667

Rev. 3/99
 Schedule A-1 Amending Page 15 of 15 Pages
 Date 11/21/08
 B.O.S. Approval Number

Item Number	Cubic Feet	TITLE AND DESCRIPTION OF RECORDS	RETENTION				REMARKS
			Office	Dept	CR C	Total	
55		<p>Routine recordings: All routine recordings will be retained for 2 years; Includes automatic vehicle location recordings.</p> <p>If classified as "Admin Review" or "Admin Training". These videos will be retained for 3,650 days (10 years) or until they have been reclassified to lower retention classification. In no case will that retention be less than 1 year.</p> <p>All recordings marked as "Evidence" will be retained until the case is adjudicated, all appeals exhausted and or statue has run.</p>	24 mos.			24 mos.	<p>Govt. Code 26202.6 Requires after 1 year May destroy recordings of routine recordings.</p> <p>G.C. 26206.6 © For purposes of this section, routine video monitoring means videotaping by a video or electronic imaging system designed to record the regular and ongoing operation of the departments described in subdivision (a), including mobile –in-car video system, jail observation and monitoring systems, and building security tapping systems.</p>