

Summary of Changes

Law Enforcement Records Retention Schedule v.7.1 (August 2016)

New Records Series Added

- One (1) records series has been added to this records retention schedule:
 1. **Recordings from Mobile Devices – Incident Not Identified (Body Worn Cameras Subject to RCW 42.56.240) (DAN LE2016-001) p.48**
“60 days after date of recording (Non-Archival)”
Rationale: Retention based on 60-day requirement for certain body worn camera recordings (RCW 42.56.240)

Retention Changes

- None

Other Minor Changes

- Five (5) records series have changes to their description:
 1. **Citations/Notices of Infractions Issued – All Others (DAN LE07-01-06) p.32**
Rationale: Clarified that this records series also covers non-traffic citations
 2. **Citations/Notices of Infractions – Issued to Officer (DAN LE03-01-12) p.33**
Rationale: Added note to clarify that unissued/blank citations are covered by Forms – Accountable (DAN GS2010-011) in CORE
 2. **Recordings from Mobile Devices – Incident Not Identified (DAN LE09-01-09) p.47**
Rationale: Excluded recordings subject to RCW 42.56.240 covered by the new body worn camera records series
 3. **Recordings, Phone Conversation (Case-Specific) (DAN LE2010-042) p.19**
Rationale: Removed reference to RCW 9.73.095 which only applies to the Department of Corrections
 4. **Recordings, Phone Conversation (Not Case-Specific) (DAN LE2010-043) p.20**
Rationale: Removed reference to RCW 9.73.095 which only applies to the Department of Corrections
- There have also been minor formatting changes and corrections resulting in the increase in number of pages.

Archival Designation Changes

- None

Series Being Revoked

- None

Net Increase in the Number of Records Series: 1 (from 134 series up to 135 series)