

Agency / Office	Description of Records	Disposition Authority Number (DAN)	Cut-off	In Office Retention	Records Center Retention	Total minimum Retention	Designation
Actuary, Office Of The State - Office# 100	<p>Actuarial Valuations, Copy 1</p> <p>Provides official results of actuarial valuations of State Retirement Systems required.</p> <p>REV 1 = adjust in-office an RC retentions; increase retention from 6 years to 25 years, 3/9/00</p>	86-01-35986 Rev.1	Until Subsequent valuation is prepared.	36 Months	264 Months	25 Years	Non-Archival OPR
Actuary, Office Of The State - Office# 100	<p>Contribution Rate Recommendation - Copy 2</p> <p>Provides agency with copy of the contribution rate recommended to DRS.</p>	86-01-35990 Rev.0	Calendar Year	72 Months	0 Months	6 Years	Non-Archival OFM
Actuary, Office Of The State - Office# 100	<p>Documentation of Actuarial Valuations, Valuation Documentation, Copy 1</p> <p>Provides agency with backup worksheets for published valuations of State Retirement Systems.</p> <p>REV 1 = increase retention from 6 years to 25 and adjust in-office and records center retentions, 3/9/00</p>	86-01-35985 Rev.1	Until Subsequent Valuation is Prepared	36 Months	264 Months	25 Years	Non-Archival OFM
Actuary, Office Of The State - Office# 100	<p>Documentation of Five Year Experience Studies of the Retirement Systems</p> <p>Provides the agency with information needed to set the actuarial assumptions.</p> <p>REV 1 = adjust in-office and RC retentions; increase retention from 6 years to 25 years, 3/9/00</p>	86-01-35987 Rev.1	Until Subsequent Valuation is Prepared	36 Months	264 Months	25 Years	Non-Archival OFM
Actuary, Office Of The State - Office# 100	<p>Five Year Experience Studies of Retirement Systems</p> <p>Provides the results of the five-year experience studes of DRS.</p> <p>REV 1 = adjust in-office and RC retentions; increase retention from 6 years to 25 years and changed designation from OFM, 3/9/00 (Note: addition to revision statement regarding OPR designation made per converstation with agency RO-MV-3/15/00)</p>	86-01-35988 Rev.1	Until Supersede d	36 Months	264 Months	25 Years	Archival OPR
Actuary, Office Of The State - Office# 100	<p>Option Factors</p> <p>Includes documentation of the development of option factors used by DRS to calculate member retirement benefits.</p>	00-05-59748 Rev.0	When Created	24 Months	156 Months	15 Years	Non-Archival OPR

<p>Actuary, Office Of The State - Office# 100</p>	<p>Select Committee on Pension Policy Meeting Files</p> <p>Includes full and executive committee files, state retirement issues/reports, correspondence, minutes of meetings, public sign-in sheets, and public handouts/public testimony. REV 1: Change Title from "JOINT COMMITTEE ON PENSION POLICY MEETING FILES" to "Select Committee on Pension Policy Meeting Files" - 01/27/10 approved 01/29/10</p>	<p>00-05-59747 Rev.1</p>	<p>Calendar Year</p>	<p>24 Months</p>	<p>96 Months</p>	<p>10 Years</p>	<p>Archival OPR</p>
<p>Actuary, Office Of The State - Office# 100</p>	<p>Studies Relating to Retirement Issues</p> <p>Provides agency with data needed to cost proposed/issue/study. REV 1 = adjust in-office and RC retentions; increase retention from 0 years to 10 years, 3/9/00</p>	<p>86-01-35989 Rev.1</p>	<p>Until Obsolete</p>	<p>120 Months</p>	<p>0 Months</p>	<p>10 Years</p>	<p>Archival OFM</p>