STATE OF TEXAS
Records Retention Schedule

SLR 105
Rev. 2021-07

Retention Codes (field 7)
AC – See field 9 for specific records series definition
AV – Administratively valuable
CE – Calendar year end
FE – Fiscal year end
LA – Life of Asset
PM – Permanent
US – Until Superseded

Archival Codes (Field 10)
A/I – Transfer to State/University Archivist
R/O – Review by State/University Archivist
E – Exempt from archival review and transfer

1. Agency Code: 724			2. Agency Name: University of Texas El Paso								
3. Agency Item No.	4. Record Series Item No.	5. Record Series Title	6. Description	7. Ret. Code	8. Retention Years	8. Retention Months	8. Retention Days	9. AC Definition	10. Archival	11. Remarks	12. Legal Citations
IAB07	1.1.040	SPEECHES, PAPERS, AND PRESENTATIONS.	NOTES OR TEXT OF SPEECHES, PAPERS, PRESENTATIONS, OR REPORTS DELIVERS IN CONJUCTION WITH AGENCY WORK.	AC	2			AC=End of event, until superseded, or obsolete.	R	ARCHIVES NOTE: ONLY SPEECHES, PAPERS, AND PRESENTATIONS GIVEN BY OR ON BEHALF OF EXECUTIVE STAFF, BOARD OR COMMISSION MEMBERS, DIVISION DIRECTORS AND PROGRAM HEADS REQUIRE ARCHIVAL REVIEW.	