## **HIGH PRAIRIE SCHOOL DIVISION NO. 48**

## **REQUEST FOR DESTRUCTION of RECORDS**

We certify that the following records have been retained for the scheduled retention period, required audits have been completed and no pending or ongoing litigation or investigation involving these records is known to exist. These records have been reviewed and approved for destruction.

School/Site:  Inventoried by: (Print Name and sign)											
Authorized Administrator/Department Head: Position/Title			<i>l</i> e	Signature:			Date:				
Record Series #					Creation Date   Expiry Date   (YYYY-MM)		Electronic and/or Paper	Retention			
							•				
The above records have been destroyed/permanently deleted in accordance with the Division's Records Retention Schedule											
Pageof (Note: Use more than one form if needed)			Records Officer (PRINT)		Signa	ture	Date of D	estruction			

Form 192A (June 2019) This for is for the destruction of public records in accordance with HPSD Administrative Procedure 192.

Record Series #	File/Record Title	General Description	Creation Date (YYYY-MM-DD)	Expiry Date (YYY-MM-DD)	Electronic and/or Paper	Retention
_						
	The above records hav	e been destroyed/permanently deleted	d in accordance w	ith the Division's	Records Retent	ion Schedule
Dogo					Date of D	estruction
rage	_Of (Note: Use more than one form if needed)					