<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Minimum Retention</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1995005</td>
<td>Audit Records (Informant Account)</td>
<td>Retain for three (3) fiscal years from the fiscal year in which the funds were recorded.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2009039</td>
<td>Equipment Checklist</td>
<td>Retain these records for a period of three (3) calendar years from the date the equipment is turned in and accounted for.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2009073</td>
<td>JL (Justice Link) Client User Records</td>
<td>Retain these records for a period of three (3) calendar years from the date of separation from service.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2009041</td>
<td>NCIC and NCJIS Validations</td>
<td>Retain these records for a period of two (2) calendar years from the date received.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2009036</td>
<td>NDI Vehicle File</td>
<td>Retain these records for a period of three (3) fiscal years following the final disposition of the vehicle.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2010061</td>
<td>NTAC Criminal Research and Statistical Records</td>
<td>Retain these records for no longer than five (5) calendar years from the date of last validation.</td>
<td>Destroy Securely</td>
</tr>
</tbody>
</table>
2010062  NTAC Temporary Criminal Research and Statistical Records
Description: These records document research and analysis where a person was associating with a subject suspected of criminal activity and an immediate determination as to the involvement with the subject could not be determined. The record may include, but is not limited to: Personal identifying information; Various reports with supportive documentation; Maps, diagrams, photos, blueprints, etc.; Data entries; Related correspondence.
Minimum Retention: Retain these records for no longer than one (1) calendar year from the date of determination.
Disposition: Destroy Securely

2010063  NTAC Vulnerability Assessments
Description: These records document the assessment of vulnerability to criminal activity to physical structures throughout the state. The record may include, but is not limited to: Contact information; Analysis reports with supportive documentation; Copies of security plans; Maps, diagrams, photos, blueprints, etc.; Related correspondence.
Minimum Retention: Review annually; destroy records that no longer hold administrative value to the agency.
Disposition: Destroy Securely

1985062  Polygraphs: Criminal and Sex Offender
Description: These records are the polygraph reports of individuals examined during criminal (See NRS 648.197) as well as sex offenders (See NRS 176A.410). The records may include, but are not limited to: Polygraph report, questionnaire, polygrapher question list, recordings, charts and polygrapher notes.
Minimum Retention: Retain these records for a period of not less than seventy-five (75) calendar years from the date of the polygraph.
Disposition: Destroy Securely

1985063  Polygraphs: Pre-employment and Administrative (Internal Affairs)
Description: These records consist of polygraph tests given to individuals for pre-employment screening and administrative or internal type testing (See NRS 648.197). The records include, but are not limited to: questionnaire, polygraph reports, polygrapher question list, waivers, recordings, charts and polygrapher notes.
Minimum Retention: Retain these records for a period of not less than five (5) calendar years from the date of the polygraph.
Disposition: Destroy Securely

1985059  Report of Interception of Wire and Oral Communications
Description: These records consist of the “Report of Interception of Wire and Oral Communications.” (See NRS 179.515). The records may include but are not limited to: correspondence, data on wire taps, and files from judges, justices and attorneys.
Minimum Retention: Retain for three (3) calendar years from the end of the calendar year in which the report was written.
Disposition: Permanent: Transfer to State Archives

2009042  Reports - Case Media
Description: These records consist of audio and/or video recordings and photographs that support reports or cases.
Minimum Retention: Retain these records for a period of seventy-five (75) calendar years from the date of the last entry or six (6) calendar years from the confirmed death of the individual, whichever occurs first.
Disposition: Destroy Securely
1995004  Reports – Cases

Description: These records consist of documentation compiled and used in the investigation of fraud, homicide, and other crimes. These records may include but are not limited to: Reports from officers, state-federal-international agencies; Case file reports; Master arrest files; Continuation reports; Informant's files.

Minimum Retention: Retain these records for a period of seventy-five (75) calendar years from the date of the last entry or six (6) calendar years from the confirmed death of the individual, whichever occurs first.

Disposition: Destroy Securely

2009034  Sealed Records

Description: These records are used to document the sealing of records. The records may include but are not limited to: Court order sealing the records; Processing sheet; Master arrest reports with associated fingerprints, photos and all related case material.

Minimum Retention: Retain the records for a period of seventy-five (75) calendar years from the sealing of the records.

Disposition: Destroy Securely

2009037  Warrant File

Description: These records document warrants on NDI issued violators. The files consist of a copy of the original or certified warrant with NDI related correspondence.

Minimum Retention: Retain for seventy-five (75) calendar years from the date the warrant was issued.

Disposition: Destroy Securely