<table>
<thead>
<tr>
<th>Record Series</th>
<th>Description</th>
<th>Retention</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006165</td>
<td>Annual Statistical Report of Crime in Nevada</td>
<td>Retain for twenty (20) calendar years from the end of the calendar year of the date of issue.</td>
<td>Permanent: Transfer to State Archives</td>
</tr>
<tr>
<td>2006166</td>
<td>Annual Statistical Report on Domestic Violence in Nevada</td>
<td>Retain for twenty (20) calendar years from the end of the calendar year of the date of issue.</td>
<td>Permanent: Transfer to State Archives</td>
</tr>
<tr>
<td>1988067</td>
<td>APB's Rejects, Teletype</td>
<td>Retain for a period of one (1) calendar year from date of receipt.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>1988066</td>
<td>APB's Sent Teletype</td>
<td>Retain for a period of one (1) calendar year from date of receipt.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2003153</td>
<td>Applicant Fingerprints: licensing, certification and employment</td>
<td>Retain these records for a period of three (3) fiscal years from the end of the fiscal year to which pertain.</td>
<td>Destroy Securely</td>
</tr>
<tr>
<td>2003154</td>
<td>Applicant Fingerprints: School District Employment and Concealed Weapons Permits</td>
<td>Retain these records for a period of thirty (30) calendar years from the end of the calendar year to which pertain.</td>
<td>Destroy Securely</td>
</tr>
</tbody>
</table>
1988087  Captured Escapees File

Description: This record series is used to enter and verify data into the National Criminal Information Center computer files, and produce APB's on escaped prisoners from the Nevada State Prison System. The files may contain: Escapee Information form, and the following computer printouts; Clear Wanted Person, CJIS Criminal Information Inquiry, NCIC Criminal History, NCIC Modify Wanted Person, Request Statewide Broadcast (APB), Enter Wanted Person, and Enter Wanted Person Supplemental.

Retention: Retain until entered into the computer system and verified.
Disposition: Destroy Securely

1988065  Challenge to Criminal Histories

Description: This record series consists of challenges by individuals to the accuracy or content of their criminal records.

Retention: Retain for a period of eighty (80) years from the date of the record, or until the verified death of the individual whichever is sooner.
Disposition: Destroy Securely

1988058  Court Orders - Seal and Expungements

Description: This record series consists of copies of forms sent out by this department to any court in the state requesting the sealing or expungement of criminal records. This copy is filed with a printout of the criminal records. This copy is filed with a printout of the criminal record of the individual and the record is then removed from the computer.

Retention: Retain for a period of eighty (80) calendar years.
Disposition: Destroy Securely

1988055  Criminal Fingerprints

Description: This series consists of original fingerprint cards from local law enforcement agencies (taken upon arrest).

Retention: Retain these records until the individual attains the age of 80 years, or until earlier death is confirmed. Upon confirmation of death, transfer these records to the 'Deceased Fingerprints File.'
Disposition: Destroy Securely

2006164  Criminal History Electronic Records

Description: This record series of records of criminal history maintained by the State Criminal History Repository in accordance with NRS 179A.075. The data consists of; (a) descriptions which identify the subject (personal identifying information in accordance with NRS 179A.075 (8)); (b) notations of arrests, detention, indictments or other formal criminal charges; (c) dispositions of charges (including dismissals, acquittals, convictions, sentences, etc.); (d) correctional supervision occurring in Nevada; (e) information concerning the status of an offender on parole or probation, and; (f) information concerning a convicted person who has registered as such pursuant to chapter 179C of NRS.

Retention: Retain the individual histories contained within the database for a period of six (6) calendar years from the known death of the individual or from the 100th birthday of the individual, whichever comes first. The individual histories may be modified on a day to day basis as required, to ensure the accuracy of the record.
Disposition: Destroy Securely

1988064  Criminal Record Inquiries

Description: Requests for criminal history of arrests and/or convictions of an individual.

Retention: Retain these records for a period of three (3) fiscal years from the end of the fiscal year to which they pertain.
Disposition: Destroy Securely
1988057  Deceased Fingerprints
Description: This record series consists of original fingerprint cards removed from other files upon confirmed death of the
individuals from whom the prints were taken.
Retention: Retain these records for a period of seven (7) calendar years after the confirmed death of an individual.
Disposition: Destroy Securely

2016011  Fee Based Accounts Receivable Customer Files
Description: These records document the applications and financial accounts for applicants for Civil Name Check, Civil
Applicant or Brady Accounts. The file may include, but is not limited to: application and supporting
documentation, related correspondence.
Retention: Retain these records for a period of four (4) fiscal years from the end of the fiscal year in which the account
was closed.
Disposition: Destroy Securely

1988063  Microfilmed Fingerprints
Description: This record series is created by filming of fingerprint cards received at the time of subsequent arrest of an
individual. The original cards are returned to the source.
Retention: Retain these records for a period of eighty (80) years from the date of microfilming.
Disposition: Destroy Securely

1988053  NCIC Validations (National Criminal Information Center)
Description: This record consists of computer print-outs used to verify data within NCIC computer system. Produced as
required.
Retention: Retain these records for a period of one (1) calendar year from the date created.
Disposition: Destroy Securely

1988052  NCJIS Validations (Nevada Criminal Justice Information System)
Description: This record consists of computer print-outs used to verify data within NJCIS computer system. Produced as
required.
Retention: Retain these records for a period of one (1) calendar year from the date created.
Disposition: Destroy Securely

1995037  Quality Control Teletypes
Description: This record series consists of teletype hardcopies received from the FBI to inform agencies of wrong or bad
data entry by them to the NCIC system. These are forwarded to local law enforcement agencies.
Retention: Retain for a period of three (3) calendar months from the date received.
Disposition: Destroy Securely

1988093  Radioactive Waste Shipment Notifications
Description: This record series is used to gather and disseminate information on the shipment of radioactive waste in and
through Nevada. The file consists of Radioactive/Hazardous Waste Shipments form, and copies of teletypes to
law enforcement agencies. The teletypes are sent to all law enforcement agencies along the route of the
shipment.
Retention: Retain for a period of two (2) calendar years from date of notification.
Disposition: Permanent: Transfer to State Archives
2012026  Sexual Offender Registry Records

Description: These records document the registry of sexual offenders (See NRS Chapter 179D). The records may consist of, but are not limited to: Personal identifying information including address, phone number, photo, SSN, driver’s license number, vehicle registration information, work and/or student information, biological information including genetic markers, physical description including fingerprints, conviction and criminal history information.

Retention: Retain for eighty-five (85) calendar years from the end of the calendar year in which the offender enters the registry.

Disposition: Destroy Securely