

671—3.5(305) State records commission responsibility. The state records commission shall evaluate a records series retention and disposition schedule recommendation presented by the state archives and records bureau to ensure that the state archives and records bureau has considered the administrative, legal, fiscal and historical values when preparing the recommendation and to ensure that the records series retention and disposition schedule recommendation is consistent with other adopted records series retention and disposition schedules. The commission may:

1. Adopt the proposed records series retention and disposition schedule as presented;
2. Amend the proposed records series retention and disposition schedule as the commission deems appropriate; or
3. Return the proposed records series retention and disposition schedule to the state archives and records bureau for additional research before the commission takes final action.