

# **VRIS UPDATE**

## **Records Retention Policy February 20, 2009 Number 208**

### **SUMMARY OF UPDATES**

The Records Retention chapter has been updated to reflect dates consumer and operation records may be destroyed.

### **VRIS POSTING**

Program Manual, Operations Section

### **MONITORING REQUIREMENTS**

Staff who are responsible for managing when closed consumer records and financial records are destroyed will need to review this chapter to assure they are destroying records according to the dates outlined in the chapter.

### **TEAM COMMUNICATION**

#### **LEADERSHIP CONTACT**

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