

FILED

APR 30 1991

NOEL K. DESSAINT
CLERK SUPREME COURT
BY *[Signature]*

SUPREME COURT OF ARIZONA

**RECORDS MANAGEMENT STANDARDS FOR USE BY THE SUPERIOR COURT,
JUSTICE COURTS AND MUNICIPAL COURTS**

ADMINISTRATIVE ORDER NO.

91- 11

In accordance with Administrative Order No. 88-1, the statewide Advisory Committee on Records Management developed statewide standards and recommendations for the management, retention and destruction of court records for the superior court and courts inferior to the superior court. Now, therefore,

IT IS ORDERED THAT, the standards for records management presented in the final report of the Arizona Judicial Council Advisory Committee on Records Management are adopted for use by the superior court and courts inferior to the superior court. The standards shall be fully implemented five years from the effective date of this Administrative Order in accordance with an implementation plan approved by the Supreme Court Administrative Office. Courts wishing to implement the standards immediately may do so at their discretion.

Dated this 30th day of April, 1991, at the Supreme Court in Phoenix, Arizona.

FRANK X. GORDON, JR.
Chief Justice