



Archival and Citation Changes for the Texas State Records Retention Schedule Changes effective May 13, 2024

RSIN	Record Series Title	Current Remark/Citation/Etc. on RRS	Changed Remark/Citation/Etc. on RRS
1.1.058	Meetings, Agendas and Minutes of Open	ARCHIVES NOTE: Agency retains permanent record copy. The archival requirement will be met by sending a copy to the Archives and Information Services Division, Texas State Library and Archives Commission.	ARCHIVES NOTE: Agency retains permanent record copy. The archival requirement (see Texas Government Code, Section 324.008(d)) will be met by sending a copy to the Archives and Information Services Division, Texas State Library and Archives Commission.
1.1.059	Meetings, Agendas and Minutes or Audiovisual Recordings of Closed	N/A	Add citation Government Code, 551.104(a) to this series.
1.1.060	Meetings, Audiovisual Recordings of Open	Government Code, 551.104(a)	Remove citation Government Code, 551.104(a).
1.1.074	Sunset Review Report and Related Documentation	ARCHIVES NOTE: Related documentation includes the agency self-evaluation report, agency response to the commission's draft report, and documentation of the agency's implementation of the commission's final recommendations.	ARCHIVES NOTE: Related documentation includes the agency response to the commission's draft report and documentation of the agency's implementation of the commission's final recommendations. The final version of the agency self-evaluation report must be submitted to the Texas State Publications Depository Program per 13 TAC 3.3(a)(1).
4.5.003	Annual Financial Reports	CAUTION: If an agency does not produce a biennial or annual narrative report as described in RSIN 1.1.066, then these	CAUTION: If an agency does not produce a biennial or annual narrative report as described in RSIN 1.1.066, then the archival requirement is





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		annual financial reports must be marked with Archival Code A. The archival requirement, when a biennial or annual narrative report is not produced, is met by sending the required copies of the reports to the Texas State Publications Depository Program, Texas State Library and Archives Commission.	met by sending the required copies of this annual financial report to the Texas State Publications Depository Program, Texas State Library and Archives Commission.
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