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1. AGENCY: HUDSON RIVER-BLACK RIVER REGULATING DIST.
  2. PROGRAM UNIT: DISTRICT OFFICES
  3. RECORD SERIES TITLE: INSURANCE POLICIES
  4. DESCRIPTION OF RECORD SERIES:
    - a) Informational contents:  
COPIES OF FIRE, THEFT, AUTOMOBILE, PROPERTY DAMAGE, PERSONAL INJURY LIABILITY, GENERAL LIABILITY AND OTHER INSURANCE POLICIES HELD BY THE DISTRICT.
    - b) Who creates and/or uses the records and for what purposes:
    - c) Primary purpose of record: LEGAL
    - d) THIS IS NOT A VITAL RECORD.
  5. BEGINNING DATE: 1925
  6. ENDING DATE: CURRENT
  7. VOLUME OF EXISTING RECORDS BY RECORD TYPE:  
Paper Records: 2.0 Cu ft. Microfilm: 0 items.  
Microfiche: 0 items. Audio-Visual: 0 items.  
Computer Readable: 0 items.
  8. ESTIMATED ANNUAL GROWTH (Paper Records Only): 0.0 Cu. ft.
  9. EVENT THAT CAUSES RECORDS TO BECOME INACTIVE:  
CANCELLATION OR EXPIRATION OF POLICY
  10. a) ARRANGEMENT  
BY POLICY
  10. b) FILES MANAGEMENT ACTION TO SEPARATE INACTIVE RECORDS FROM ACTIVE RECORDS  
N.A.
  11. PROPOSED RETENTION PERIOD AFTER RECORDS BECOME INACTIVE:  
Retain in program office for 6 years 0 months.
  12. FINAL DISPOSITION: Destroy
  13. REASON FOR PROPOSED RETENTION AND DISPOSITION:  
RECORDS ARE NEEDED FOR A PERIOD AFTER EXPIRATION IN THE EVENT OF ANY DISPUTE OVER THE POLICY OR ITS COVERAGE. ARE EQUIVALENT TO CONTRACT RECORDS (CPLR 213).
  14. MODIFICATIONS TO RETENTION AND DISPOSITION INFORMATION: