911 Communications

SCHEDULE NO.	DESCRIPTION	RETENTION
911.ADM.01	**DISPATCH RECORDS** This fileset consists of dispatch notes which includes basic case information, form #12-291. A case number is assigned and relevant data is entered into Alaska Public Safety Information Network (APSIN). Also includes hardcopy printout of 911 calls. C = Until verification of input or administrative need is met. * The ability for Department of Public Safety to review written or electronic records held by Soldotna Public Safety Communication Center continues for 5 years after the termination of the Dispatch Services Agreement.	C/Office* DPS Schedule No. 12-391.1
911.ADM.02	**AUDIO RECORDINGS** Audio recordings of radio and telephone calls, including 911 calls. * may be retained longer if litigation is pending.	3 years/Office* 2 year statute of limitations AS 09.10.070 DPS Schedule No. 12-391.1