



**Agency Records Disposition Schedule**

Department: Department of Public Safety

Section: Professional Standards

Division: Missouri State Highway Patrol

Sub-Section:

**TITLE:** Internal Investigation Files

**CUTOFF:** Date of Separation

**DESCRIPTION:** Records documenting internal misconduct or formal disciplinary action against an employee. Records include, but are not limited to: individual employee folders containing all internal investigation case files pertinent to use of force reports; internal reports; and related documentation.

**RETENTION:** Years: 20 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 21464

**SERIES STATUS:** Approved

**APPROVAL DATE:**

1/25/2024