



County of Orange

Campaign Finance and Ethics Commission

June 18, 2018

To: Kevin Stephens, OCPW Records Manager

From: Denah Hoard, Executive Director, Campaign Finance and Ethics Commission

Subject: Records Control Schedule Number 385

Reasonable research has been conducted to gather current (within the last year) and applicable recordkeeping requirements for the creation of the Campaign Finance and Ethics Commission records retention schedule, and I make the following certification.

Based on my best knowledge, interpretation and understanding of the legal requirements, I attest that the recordkeeping requirements listed and cited on the departmental records retention schedule complies with all governing bodies, agencies and retention recommendations.

I understand that the Records Management Program, head of the Campaign Finance and Ethics Commission, and my Department or their representatives may rely on this attestation in evaluating this records retention schedule before the final approval of the Board of Supervisors.

Denah Hoard

Executive Director

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OC Public Works/Records Center