

INFORMATION MANAGEMENT

Management of the agency's records and information, including publications.



NEW CLASSES

- 1282 - Master control record for temporary value records
- 1132 - Recovery of lost records
- 1137 - Data quality and integrity validation
- 1154 - Administrative release of information
- 1143 - Ongoing preservation measures

- 1131 - Records destruction documentation
- 1135 - Agency copyright
- 1148 - Non-significant agency publications
- 1149 - Production process of materials for publication
- 1136 - Management of copyright applications



REDUCED RETENTION



INCREASED RETENTION

- 1140 - Data administration
- 1267 - Privacy & RTI applications
- 1318 - Documents requested under privacy and RTI applications
- 1142 - Specialised preservation for temporary value records
- 1147 - Significant agency publications

*These infographics are a **guide ONLY**. For full details of changes to the GRDS from version 7 to the current 1st September 2016 version please see the [appraisal log](#), the full [summary of changes](#) and other [supporting documents and advice](#).*