

JUDICIARY - STATE OF NEW JERSEY RECORDS RETENTION SCHEDULE		SCHEDULE: JUDICIARY VOLUNTEER PROGRAMS	
DIRECTIVE #3-01		DATE: ISSUED October 24, 2014 (by Directive # 06-14)	
This retention schedule has been adopted in accordance with Rule 1:32-2 of the Rules Governing the Courts of the State of New Jersey and N.J.S.A. 2B of the New Jersey Statutes Annotated.			
SERIES NO	RECORD TITLE AND DESCRIPTION	RETENTION PERIOD	DISPOSITION
40-01-01	Volunteer Personnel File	6 years after appointment termination	Destroy
40-02-01	Applicant File (Non-Selected Candidates)	2 years after decision date	Destroy
40-03-01	Service Hour Records	4 years	Destroy
40-04-01	Training Event File	4 years	Destroy
40-05-01	Recognition Event File	2 years	Destroy
40-06-01	Recruitment File	2 years	Destroy
40-07-01	Volunteer Management Information System (VMIS)	Permanent	Permanent

Historical Note:

This schedule is a compilation of items from the following schedule(s):
> Administrative Council