

Rule 38: COURT RECORD RETENTION

(Pursuant to the Ohio Supreme Court Superintendence Rule 26)

- A. The purpose of this rule is to establish a system for court records management and retention, to provide the minimum standards for the production, maintenance, preservation and destruction of records within the courts and to authorize alternative electronic methods and techniques for record preservation. The adoption of this rule is consistent with the Ohio Supreme Court's Superintendence Rule 26, and the adoption thereof by the Hamilton County Records Commission.
- B. In accordance with division (a) of this rule, the Hamilton County Common Pleas Court hereby adopts Sup. R. 26 in its entirety, and in special reference to the records of the Hamilton County Common Pleas Court, adopts Sup. R. 26.03 and 26.04, which govern the administration of the records created by the Common Pleas Court.

This Rule to be effective October 1, 1999, and until further order of the Court.