

THE COAL AUTHORITY

RECORDS DISPOSAL SCHEDULE

PROPERTY/ENVIRONMENT RECORDS

Generic Record Series	Series file reference prefix	Disposal Action / Trigger
HAZARD RECORDS (Shafts, Gas, Water)	CA8/H	REVIEW 25 YEARS AFTER CLOSURE DATE OF FILE ***
LIABILITY RECORDS (Shaft files, Gas Venting, Water Pumping)	CA8/L	REVIEW 15 YEARS FROM CLOSURE DATE OF FILE ***
PROPERTY RECORDS (Transferred to the Coal Authority under the re- structuring schemes)	CA8/P	DESTROY 15 YEARS FROM DATE OF DISPOSAL OF SITE ***
MINE SITE RECORDS (Freehold surface interest)	CA8/M	DESTROY 15 YEARS FROM DATE OF DISPOSAL OF SITE ***
GENERAL RECORDS (Not applicable to any previous sections) M/W Treatment Scheme review at 15 years	CA8/G	FIRST REVIEW 5 YEARS AFTER FILE CLOSURE
C.A.R.S. 7 RECORDS	CA8/G230	DESTROY 15 YEARS FROM DATE OF DISPOSAL OF SITE ***
ENVIRONMENT COMMITTEE	Minutes & Papers	TRANSFER TO PUBLIC RECORD OFFICE