

31 July 2023

Andrew
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Tēnā koe Andrew

Request for information

Thank you for your Official Information Act 1982 (OIA) request of 23 June 2023, in which you requested:

I'm very interested to learn more about Police Retention and Disposal Schedule and Police Disposal Authority DA648.

It will be very good if you can share the information about the Police Retention and Disposal Schedule (Part One: Offence and Incident Records).

On 18 July 2023, you were contacted by Police to clarify your request. On the same day you responded with:

Thanks for your reply, I'm interested in learning more about the criteria for sentencing the records per incident/offence type which is define in the LRT - Code Book.

Police mentioned in the Retention and disposal of Police records chapter in section Sentencing Police records the following: "At Police, the retention period and disposal action for current files in NIA are entered automatically at file creation."

I really wanted to know the criteria for sentencing the records on NIA based on incident/offence type.

On 19 July 2023, Police responded and provided you a link to the 'Public Appraisal Report' which is publicly available information here: <https://collections.archives.govt.nz/en/web/arena/search#/entity/aims-archive/DA648/da648?q=DA648&source=aims-archive>. This report provided you with the 'criteria for sentencing the records'. On the same day, you responded and further clarified your request to:

This is partially clarified now since it's still not clear for how long incident/offence will remain in NIA before disposal.

Incident/offence information remains in NIA indefinitely. As per part 1.2.5 of the National Recording Standard (NRS), information should not be deleted or removed from NIA. The NRS is available here: <https://www.police.govt.nz/sites/default/files/publications/national-recording-standard-nrs.pdf>.

Associated physical files are destroyed according to the Retention and Disposal Schedule.

Please note that as part of its commitment to openness and transparency, Police proactively releases some information and documents that may be of interest to the public. An anonymised version of this response may be publicly released on the New Zealand Police website.

Nāku noa, nā



Ash Lowe
Director – Service
New Zealand Police