**24:52:11:01.  Archivist must approve destruction of state records.** Any state government agency planning to destroy agency records, as defined in subdivision (2) of SDCL 1-18C-1, shall submit a destruction authorization request to the state archivist 30 days before the date of the proposed destruction. The request shall provide the archivist with the following information: name or title of the records, inclusive dates, information content of the records, and quantity. After receiving and considering the authorization request, the archivist shall certify in writing that the records have no permanent value before the agency may destroy the records. If the archivist believes the records have permanent value, they shall be transferred to the archives resource center.

**Source:** 3 SDR 15, effective September 6, 1976; 11 SDR 96, 11 SDR 112, effective July 1, 1985; transferred from § 24:51:01:01, January 23, 1994; 26 SDR 168, effective June 25, 2000; 44 SDR 43, effective September 12, 2017.

**General Authority:** SDCL 1-18C-12.

**Law Implemented:** SDCL 1-18C-5, 1-18C-7.