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NATIONAL ARCHIVES

APPLICATION FOR AUTHORITY TO DISPOSE OF RECORDS

(THIS BLOCK TO BE FILLED IN BY APPLICANT DEPARTMENT)

The Chief Archivist,
National Archives,
P.O. Box 6148,
Wellington C. 1.

x From Employment Court,
Industrial Relations Service
Department of Labour, Auckland

x File ref.

Your approval is sought under the terms of the Archives Act for the destruction of the records or classes of records listed for destruction on the attached sketches. schedule

The records are to be destroyed immediately or after the periods specified.*

x Signature of authorising officer: [Signature] G J Barlow

x Designation: Registrar Date: 5/1/98

Name of officer responsible for compiling the list: Pauline Kumar

Designation: Deputy Registrar

(THIS BLOCK TO BE FILLED IN BY NATIONAL ARCHIVES)

I hereby certify that the records listed for destruction on the attached sheets have been inspected. In my opinion they do not include material of historic, legal, administrative, or other value. ~~Adequate microfilm copies exist.~~

Date: 1/9/98

[Signature]
Archives Officer.

Authority Under Section 16 of the Archives Act 1957

List approved as submitted or amended.

In accordance with the terms of section 16 of the Archives Act, I hereby authorise the destruction of the records or classes of records listed for destruction on the attached 1 sheets.

The records may be destroyed immediately or after the periods specified.

Date: 28 April 1999

[Signature]
Chief Archivist.

Authority Under Section 17 of the Archives Act 1957

List approved as submitted or amended.

Date of notice in the Gazette:

I hereby certify that, in accordance with the terms of section 17 of the Archives Act, due notice has been given in the Gazette of intention to destroy the records or classes of records listed for destruction on the attached sheets. Any objections have been disposed of in accordance with section 18 of the Archives Act and I hereby authorise the destruction of the records listed for destruction on the attached sheets.

The records may be destroyed immediately or after the periods specified.

Date:

Chief Archivist.

This form is to be attached to and forms part of the list of records for disposal. Each page of the list must be numbered.

DISPOSAL INSTRUCTIONS

1. The disposal instructions are permissive not mandatory in the sense that the office may hold reports for periods longer than those specified if they feel they have an administrative requirement to do so. However records recommended for transfer to National Archives may not be destroyed under the provisions of the Archives Act 1957.
2. The Schedule expires on 31 December 2009.

NA10

NATIONAL ARCHIVES NEW ZEALAND
RECORDS DISPOSAL SCHEDULE FORM

Department / Agency

Department of Labour
Auckland Employment Court

Page 1 of 2
Expires: 2009

RECORDS DESCRIPTION	DISPOSAL ACTION
<p>1. Annual Number Auckland Labour Court Case Files heard under the provisions of the Labour Relations Act 1987.</p> <p>(a) Case files heard by the Auckland Labour Court where the decision is published by Government Print in New Zealand Industrial Law Reports. (NZIR)</p> <p>(b) Case files heard by the Auckland Labour Court that were withdrawn or settled out of Court (i.e. no Judgement of the Labour Court).</p> <p>(c) All other case files excluding (a) and (b) above registered by the Auckland Labour Court.</p>	<p>Transfer to National Archives, Auckland as archives seven years from date of filing.</p> <p>Transfer the first fifty cases each year to National Archives, Auckland as archives seven years from date of filing. All subsequent cases may be destroyed seven years after filing.</p> <p>Destroy seven years from date of filing.</p>
<p>2. Annual Number Auckland Employment Court Case Files heard under the provisions of the Employment Contracts Act 1991.</p> <p>(a) Case files heard by the Auckland Employment Court where the decision is published in Broker and Friend Employment Reports of New Zealand (ERNZ).</p> <p>(b) Case files that were heard by the Auckland Employment Court that were withdrawn or settled (i.e. no judgement/decision made by the Court).</p>	<p>Transfer to National Archives, Auckland as archives seven years from date of filing.</p> <p>Transfer the first fifty cases each year to National Archives, Auckland as archives seven years from date of filing. All subsequent cases may be destroyed seven years from date of filing.</p>

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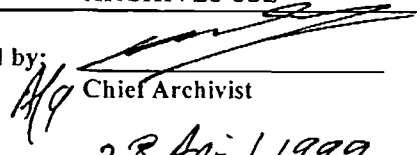
NATIONAL ARCHIVES NEW ZEALAND RECORDS DISPOSAL SCHEDULE FORM

Department / Agency

Department of Labour
Auckland Employment Court

Page 2 of 2
Expires: 2009

RECORDS DESCRIPTION	DISPOSAL ACTION
(c) All other cases excluding (a) and (b) above registered by the Auckland Employment Court.	These may be destroyed seven years from date of filing.
(d) Manual Registers of applications for cases heard by the Auckland Labour Court and Auckland Employment Court.	Transfer to National Archives Auckland with the associated case files recommended for retention.

AGENCY USE	ARCHIVES USE
Approved by: <u>G J Boulton</u> (Print Name) Signature:  Designation: <u>Registrar</u>	Approved by:  Chief Archivist Date: <u>28 April 1999</u>

Note:

1. This schedule supersedes all previous schedules relating to these records.
2. This schedule will lapse if:
 - i) there should be a legal provision requiring their retention beyond the period stated above;
 - ii) the functions of the records change substantially;
 - iii) the system under which they are organised changes substantially thereby invalidating the disposal provisions.
3. All schedules must have introductions explaining their application
This schedule has one page of instructions