

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

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DESTRUCTION OF RECORDS (X-RAYS, DOCUMENTS OF HISTORICAL VALUE, ETC.)	A-20	1 of 1

Policy:

1.
 - a. The Director of Public Health is authorized to destroy all x-ray films in accordance with Section 460 of the Health and Safety Code.¹
 - b. The Director of Public Health, the Hospital Administrator and all other County officials having x-ray films scheduled for destruction shall turn over such films to the Purchasing Agent for the purpose of salvaging the silver content.²
2. The County Clerk shall be designated as the coordinator and is to inform the State of all intentions to dispose of, as outlined in the following resolution of the California Heritage Preservation Commission dated March 3, 1973 relative to the Preservation of County and City records of Historical Value.

WHEREAS, The ever-increasing production of records at all levels of government has resulted in serious problems in the records management field; and

WHEREAS, Efforts of County and City governments to establish effective records control have in many cases resulted in the destruction of records of great historical value; and

WHEREAS, The California Heritage Preservation Commission, in cooperation with the State Archives, the Conference of California Historical Societies, and many local historical organizations, is now engaged in intensive study of the problem of safeguarding county and city records of historical value; now, therefore, be it resolved by the California Heritage Preservation Commission, that the County and City governments are hereby urged to give notice to the California State Archives (1020 "O" Street, Sacramento 95814) of all intentions to dispose of county or city records dated prior to 1910, until a satisfactory state-wide plan for records preservation has been adopted, in order that the State Archives might develop a plan for the permanent regional deposit of the records involved.³

Reference:

- Minute Order dated 06/08/70
- Minute Order dated 01/28/75
- Minute Order dated 04/24/73
- Minute Order 3.8 of 05/21/2019 (Rescinded)