



Ohio History Connection  
 State Archives of Ohio  
 Local Government Records Program  
 800 E. 17<sup>th</sup> Avenue  
 Columbus, Ohio 43211-2474  
 614.297.2553  
[localrecs@ohiohistory.org](mailto:localrecs@ohiohistory.org)  
[www.ohiohistory.org/lgr](http://www.ohiohistory.org/lgr)

FEB 25 2021

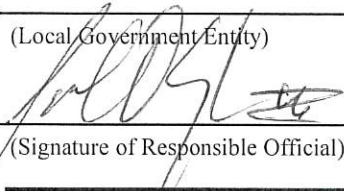
STATE AND LOCAL  
 GOVERNMENT RECORDS

**RECORDS RETENTION SCHEDULE (RC-2)– Part 1**

*See instructions before completing this form. Must be submitted with PART 2*

Section A and Section B must be filled out and signed by local government before submission to the State Archives

**Section A: Local Government Unit**

City of Canton Ohio	Police Department		
(Local Government Entity)	(Unit)		
	Jack O Angelo III	Chief	2/24/2021
(Signature of Responsible Official)	(Name)	(Title)	(Date)

**Section B: Records Commission**

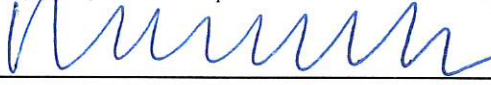
*See ORC 149.38 – ORC 149.412 for Records Commission information*

City of Canton	Records Commission	330-438-4305	
		(Telephone Number)	
218 Cleveland Ave. SW	Canton	44702	Stark
(Address)	(City)	(Zip Code)	(County)

To have this form returned to the Records Commission electronically, include an email address:

john.highman@cantonohio.gov

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

	2-25-21
Records Commission Chair Signature	Date

**Section C: Ohio History Connection - State Archives**

	Local Government Records Archivist	3/8/2021
Signature	Title	Date

**Section D: Auditor of State**

**Records Manager**

Signature	Title	Date
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*Please Note: The State Archives retains RC-2 forms permanently. It is strongly recommended that the Records Commission retain a permanent copy of this form*

*\* This is an amendment to the previously approved RC-2 form. \**

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

*See instructions before completing this form.*

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
PD-303	City Safety Cameras	15 Days Use for 1 cycle. Then reuse provided no action pending	Digital		<input type="checkbox"/>
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