**OFICINA PRODUCTORA:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CODIGO** | **SERIE Y/O TIPOS DOCUMENTALES** | **RETENCION** | **TRADICION** | **DISPOSICIÓN FINAL** | **PROCEDIMIENTO** |
| **AG** | **AC** | **O** | **C** | **CT** | **M** | **S** | **E** |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **CONVENCIONES**Firma del Responsable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fecha: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **DISPOSICION FINAL** | **SOPORTE** |
| CT= CONSERVACIÓN TOTAL | S= SELECCION | O= ORIGINAL |
| M= MICROFILMACION | E= ELIMINACION | C= COPIA |