



**KEVIN L. FAULCONER
MAYOR**

M E M O R A N D U M

DATE: March 18, 2014

TO: Scott Chadwick, Chief Operating Officer

FROM: Mayor Kevin L. Faulconer

SUBJECT: Rescission of Administrative Regulation 90.67 re: Email Retention

Effective immediately, I am rescinding Administrative Regulation 90.67 - Electronic Mail (E-Mail) Retention and Deletion, which was communicated to all City employees on February 27, 2014. All City e-mails will continue to be stored indefinitely.

KLF:mta

cc: Honorable City Attorney Jan Goldsmith
Honorable City Councilmembers
Andrea Tevlin, Independent Budget Analyst