KEVIN L. FAULCONER
MAYOR

MEMORANDUM

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