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6.4 Records

6.4.1 General

6.4.1.1 MAURITAS, as a Department, operates its own registry, and we have defined the procedures for identification, protection, accessing, storage, retrieval, retention time and disposal of records in **MAURITAS P6**.

6.4.1.2 The procedure for document control takes into consideration the need to have confidentiality arrangements with respect to the access to such records.

6.4.1.3 We have also defined the retention time of the accreditation records as the current cycle and at least for the two previous accreditation cycles as per **MAURITAS P6**. All other records which are 10 years and above should be scrutinised and examined by Desk Officers prior to deciding whether to discard or not.

6.4.2 Cross References

6.4.2.1 MAURITAS P6