

**RECORDS MANAGEMENT POLICY #8.0 - OCTOBER, 1989  
(Rev. December 2002)**

**JUDICIAL RECORDS RETENTION AND  
DISPOSITION SAMPLING STRATEGY**

**POLICY STATEMENT:**

For the records series designated for sampling in the Records Retention and Disposition Schedules per Part 104 of the Rules and the Chief Administrator, all cases in years ending in "0" will be permanently retained and will constitute the sample.

**RATIONALE:**

The "0" years were selected to coincide with the Federal Government population census.

The alternative methodologies which were considered involved calculating a percentage of cases that would yield representative information for research projects. Although a statistically valid formula can be applied to estimated population pools, the combination of assumptions and the cost involved in deriving the random sample made this an expensive, highly subjective, labor-intensive option.

Research supported by sampling usually involves assumptions about populations and statistical inferences. Typically, information from court cases is compared to the general population. There is a wealth of social science information available in census data and by including court cases for the same calendar years, the pool of information about social conditions will be available for research on a statewide bases.

If, at a later date, it is determined that the magnitude of cases retained is too great, a statistical formula can then be applied to reduced the size of the sample. However, an inferential study of the information yield from the case files is needed before this process can be undertaken.