

Customer and Local Services (Social Security Department)

Retention periods for information processed by the **JMAPPA MARAC MULTI-AGENCY WORKING & SAFEGUARDING** section

Records	Retention Period	Action by Department	Action by Jersey Archive
JMAPPA – Referrals. (Jersey Multi Agency Public Protection Arrangement.)	5 Years	Delete	None
JMAPPA Minutes. (Jersey Multi Agency Public Protection Arrangement.)	Only last set of minutes retained for a maximum of one year.	Delete	None
MARAC Case Lists (Multi Agency Risk Assessment Conference.)	3 Year	Delete	None
Safeguarding Partnership Board Minutes and Documents (Accessible through EGRESS)	Not to be retained on Social Security System	No Action	No Action
SPOR Referrals. (Single Point of Referral)	3 Year	Delete	None
MASH Referrals (Multi Agency Safeguarding Hub.)	3 Year	Delete	None
Safeguarding Log	3 years	Delete	None
Safeguarding Alerts (Internal)	3 years	Delete	None