



Agency Records Disposition Schedule

Department: Department of Agriculture

Section:

Division: Missouri Propane Safety Commission

Sub-Section:

TITLE: Emergency Response Records

CUTOFF: EOSFY of final disposition of court case.

DESCRIPTION: Accident reports completed by Weights and Measures Investigators summoned to investigate accident/fire/incident involving petroleum, propane or anhydrous ammonia products. Responsibilities for propane-related registration and safety requirements transferred to Missouri Propane Gas Commission in 2007.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 4063

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Missouri Propane Gas Commission Safety Inspection Records

CUTOFF: EOSFY

DESCRIPTION: Propane/Anhydrous Ammonia Inspection Reports/Pressure Test Reports/School Bus Inspection Reports.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 4067

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009

TITLE: Propane Installers' Plans

CUTOFF: Life of Installation

DESCRIPTION: Plans submitted by propane installers detailing scope of propane installation projects. Responsibilities for registration and safety requirements transferred to Missouri Propane Gas Association in 2007.

RETENTION: Years: 1 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 4064

SERIES STATUS: Approved

APPROVAL DATE:

10/27/2009
