



Agency Records Disposition Schedule

Department: Department of Public Safety

Section: Construction and Maintenance

Division: Missouri State Highway Patrol

Sub-Section:

TITLE: Capital Improvement Project Files

CUTOFF: EOFY in which completed

DESCRIPTION: Include plans, specifications, contracts, and project correspondence.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21282

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Repair or Construction Orders

CUTOFF: EOCY

DESCRIPTION: Any maintenance records kept that are not related to capital improvements.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21283

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007