

Building construction project files (GRS-2283)

Utah General Retention Schedule

Description

These files are used to review building plans, to make changes in design, and to ensure that the designs are correct and meet the specifications prepared by the Department. May include architectural designs, specifications, correspondence, contract agreements, final building plans, and cost analysis data. The original files are retained by Department of Facilities Construction and Management.

Retention and Disposition

Retain until expiration of contractual agreement, and then destroy records.

Categories

Facility and Property

Effective

07/2000

Previous Schedule Number

SG-5(229)-3