

Pre-construction records (GRS-2584)

Utah General Retention Schedule

Description

These record document the planning, design and construction of facilities, road or bridges. They are used to monitor compliance, and are a resource while projects are in progress. Records may include estimates, funding documents, scopes of work, and related correspondence and records.

Retention and Disposition

Retain for 7 years after final action, and then destroy records.

Appraisal

These records have administrative value(s).

Categories

Region

Effective

10/2017

Previous Schedule Number

SG-1(1177)-1