



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Southeast Missouri State University

Section: Building and Grounds
Sub-Section:

TITLE: Blue Prints of All Buildings on Campus	CUTOFF: EOSFY
DESCRIPTION: Blue Prints of All Buildings on Campus	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 13295 SERIES STATUS: Approved	APPROVAL DATE: 02/04/1975
TITLE: Building Specification and Equipment Submittal	CUTOFF: EOSFY
DESCRIPTION: Building Specification and Equipment Submittal	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 13297 SERIES STATUS: Approved	APPROVAL DATE: 02/04/1975
TITLE: Copies of Time Sheets - Original in Business Office	CUTOFF:
DESCRIPTION: Copies of Time Sheets - Original in Business Office	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 13296 SERIES STATUS: Approved	APPROVAL DATE: 02/04/1975
TITLE: Power Plant Operating Records - Used for reference only	CUTOFF:
DESCRIPTION: Power Plant Operating Records - Used for reference only	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 13299 SERIES STATUS: Approved	APPROVAL DATE: 02/04/1975



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Building and Grounds

Division: Southeast Missouri State University

Sub-Section:

TITLE: Work Orders

CUTOFF:

DESCRIPTION: Work Orders

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 13298

SERIES STATUS: Approved

APPROVAL DATE:

02/04/1975
