



Agency Records Disposition Schedule

Department: Department of Transportation

Section:

Division: Traffic and Highway Safety

Sub-Section:

TITLE: Conference, Seminar, and Workshop Sponsor Records, using Federal Funds

CUTOFF: End of federal fiscal year in which conference, etc. completed

DESCRIPTION: Records documenting an agency's role in the administration, planning, arrangement, and execution of conferences using federal funds. Includes but not limited to planning and arrangement documents, program brochures and announcements, registration and attendance lists, reports, proceedings, summary evaluations, and related correspondence.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23569

SERIES STATUS: Approved

APPROVAL DATE:

10/13/2011