



ARCHIVES#
15-55

DEPARTMENT Transportation	DIVISION Project Support	SECTION Standards and Specifications Program	PERMANENT <input type="checkbox"/> NON-PERMANENT <input checked="" type="checkbox"/>
ITEM NO.	RECORD TITLE	RETENTION PERIOD	CITATIONS/SPECIAL INSTRUCTIONS
1.	Standard Specifications	50 years	Send to CDOT Central Files every 5 years for storage. Use C.R.S. 6-17-104 for supporting citation.
2.	Supplemental Specifications	50 years	
3.	"M" Standard Plans Publications	50 years	
4.	Project Special Details Standard Drawings (As needed)	50 years	
5.	Standard Special Provisions	50 years	
6.	Drainage Structure Flood Summary (CDOT Form #293)	3 years	

NO RECORD SHALL BE DESTROYED UNDER THIS SCHEDULE AUTHORITY SO LONG AS IT PERTAINS TO ANY LEGAL CASE, CLAIM, ACTION OR AUDIT.

I request approval of the above records disposition. I hereby certify that I am authorized to act for the head of this agency in matters pertaining to disposal of records.

State Archivist's Signature <i>[Signature]</i>	Date <i>4/20/2015</i>	Records Liaison Officer's Signature <i>[Signature]</i>	Date <i>3/17/15</i>
Signature of Deputy State Auditor for State Auditor <i>[Signature]</i>	Date <i>7/20/2015</i>	Signature of Assistant Attorney General for Attorney General <i>[Signature]</i>	Date <i>4/24/15</i>