

Retention and Classification Report

Agency: Salt Lake City (Utah). Department of Public Works (1081)

451 South State Street
Salt Lake City, UT 84114
801-535-7704

Records Officer: _____

17897 Construction field test reports

AGENCY: Salt Lake City (Utah). Department of Public Works

SERIES: 17897

3

TITLE: Construction field test reports

DATES: 1940-

ARRANGEMENT: alphanumeric/numerical by construction address thereunder, chronological within each folder

DESCRIPTION:

This is a construction observation and testing field report that is prepared by the engineering consultant who tests on a weekly basis, items specified in the contract specifications. The report is used to determine if contractor is meeting the specifications. The types of reports include results of compressive strength tests and construction observation and testing field reports. Included are project name and job number, building permit number, location, client/owner, general contractor, weather conditions during the test, engineer/architect, and observations.

RETENTION:

Retain for 2 year(s) after final action

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 12/1997

FORMAT MANAGEMENT:

Paper: Retain in Office until project completion and receipt of final report and then transfer to Agency Record Center. Retain in Agency Record Center for 2 years after receipt of final report and then destroy.

APPRAISAL:

These records have administrative value(s).
This disposition is based on the administrative needs expressed by the agency.

AGENCY: Salt Lake City (Utah). Department of Public Works

SERIES: 17897

TITLE: Construction field test reports

(continued)

PRIMARY DESIGNATION:

Public