
ASSIGNING BUSES TO ROUTES PROCEDURE (TRA-P026)

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Sacramento City Unified School District

7.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
(TRA-F029)	File Cabinet	7 Years	Discard as desired	Secured Office
(TRA-F036)	Route Cabinet	Route Life	Discard as desired	Secured Office

8.0 REVISIONS:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
11/27/06	A	Initial release

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