

**BUILDINGS AND SITES**

**Assembling and Preserving Important Documents**

All documents pertaining to the planning and construction of the facility shall be preserved in the office of the District Office. "As Built" plans shall be filed with the Superintendent. Subsequent changes to any buildings shall be entered on the original plans and filed with the Superintendent.

Date of Adoption: \_\_\_\_\_  
Last Revision: \_\_\_\_\_  
Last Review: November 10, 2003

Legal Reference:  
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