

## Policies and Regulations

**NEPN Code: FEJ/STI**

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### Facilities Planning and Development

#### Construction Records and Reports

All documents pertaining to the planning and construction of the facility shall be preserved by the Sioux Falls School District Director of Operational Services. "As Built" plans, specifications, operation and maintenance manuals, and shop drawings shall be on file at Operational Services. Subsequent changes to any buildings shall be documented, filed and recorded. Electronic scanning of all original and changed documents shall be encouraged for the purpose of preservation. Recorded plan drawings shall be received and retained in an electronic format determined by Operational Services.

Policy		Board Action	(formerly 7540)
adopted:	05-28-68		
amended:	06-14-76		
amended:	08-12-02	33307	
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