

DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
RIGHT-OF-WAY BRANCH
PROPERTY MANAGEMENT UNIT

Records Retention and Disposition Schedule

The Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

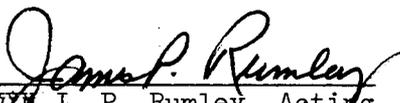
PROPERTY MANAGEMENT UNIT

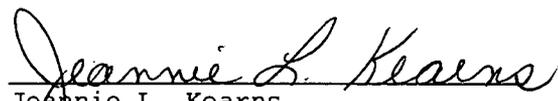
do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. **Public records including machine readable records not listed in this schedule are not authorized to be destroyed.** The

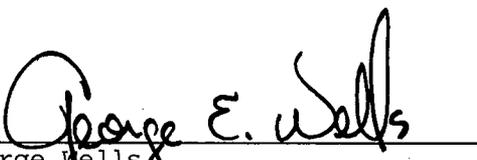
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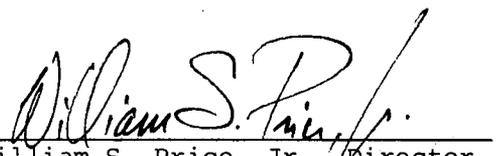
agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect for five years from the date of approval and will then be reviewed and updated.

APPROVAL RECOMMENDED

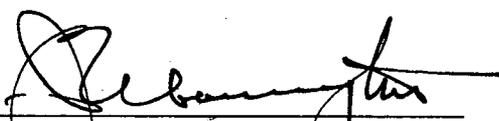

~~XXXXXXXXXX~~ J. P. Rumley, Acting
Manager of Right-of-Way


Jeannie L. Kearns
Agency Records Officer
Department of Transportation


George Wells
State Highway Administrator


William S. Price, Jr., Director
Division of Archives and History

APPROVED


James E. Harrington, Secretary
Department of Transportation


Patric Dorsey, Secretary
Department of Cultural Resources

July 25, 1988

MCC

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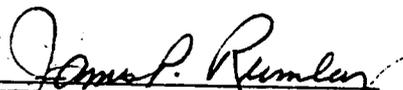
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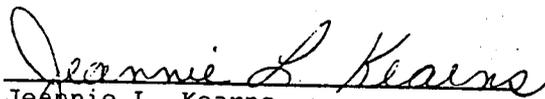
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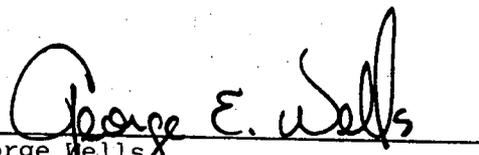
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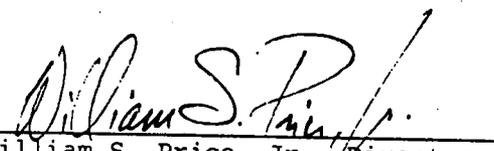
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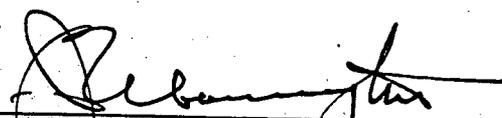

XXXXXXXXXXXX J. P. Rumley, Acting
Manager of Right-of-Way

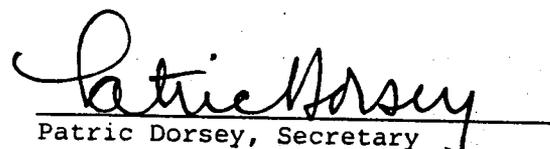

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This schedule was modified to
comply with the provisions of the
General Schedule for State Agency Records,
effective October 1, 2000
Remaining items retain the
original date shown below

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ITEM 16514. RESIDUE FILE.

Correspondence and reports concerning the appraisal and acquisition of surplus property and relocation assistance offered property owners. (Information is used to manage the sale of surplus property and the rental of such property until its disposal or use by the Department of Transportation.)

DISPOSITION INSTRUCTIONS: Transfer after closing of claim and final payment to appropriate closed claim file in Right-of-Way Central Files Section.

ITEM 16516. RELOCATION QUARTERLY REPORTS FILE.

Relocation assistance and payments quarterly statistical reports.

DISPOSITION INSTRUCTIONS: Destroy in office after 5 years.