



University of Washington
Departmental Records Retention Schedule
 REFERENCE: RCW 40.14

APPROVED

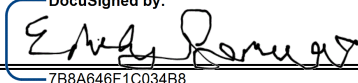
Office Name	Record Group #	Records Authority Contact Name	Phone Number	Box Number	Approved by the State
HSS: Scientific Instruments Division	/34/06/03/ REV: 3	Matthew Kenall	206-543-4542	347180	v.2.35 (Dec 2025)
Title/Description	Cut-Off	Records Retention	Disposition Authority Number	Disposition Method	

SID Inventory Count Summary Report

End of Fiscal Year 6Y WSGS 16004 DELETE

An electronic "snapshot" of TMA's "Parts" database taken after data from Inventory Count Sheets has been entered & validated. Only items purchased for resale to customers are included. Examples include: batteries, bulbs, fuses, components, assemblies, cables and accessories used to maintain or repair customer's equipment.

Records Officer Name
Emily Lemieux

Records Officer Signature

DocuSigned by:

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