

2. Agency Code 715		STATE OF TEXAS Records Retention Schedule					SLR 105 <i>Form SLR 105C must accompany this form.</i>	
		3. Agency Name Prairie View A&M University (A Part of The Texas A&M University System)					Page	73
4. Records Series Item No.	5. Agency Item No.	6. Record Series Title	7. Retention Period			8. Archival		10. PVAMU Official Record Custodian
			Agency	Storage	Total	9. Remarks		

		<u>SUPPORT SERVICES RECORDS</u> Section 5.6 - Vehicles					
5.6.001	05.600.10	Airplane Flight Logs (State-owned)	LA+3		LA+3		Not Applicable (N/A)
5.6.001	05.600.20	Airplane Flight Logs (Leased)	FE+3		FE+3		Not Applicable (N/A)
5.6.002	05.601.10	Airplane Passenger Lists	FE+3		FE+3		Not Applicable (N/A)
5.6.003	05.602.10	Inspection Repair & Maintenance Records - Vehicles	LA+1		LA+1	For TAMUS aircraft, maintained in Aircraft Log Books which remain in aircraft. Copies are maintained with vouchers.	Not Applicable (N/A)
5.6.004	05.603.10	License and Driving Record Check	AC		AC	AC = Until superseded or until termination of employment	

Retention Code AC – After Closed, Terminated, Completed, Expired, Settled AV – Administrative Value	CE – Calendar Year End FE – Fiscal Year End	LA – Life of Asset MO – Months	PM – Permanent US – Until Superseded	Archival Codes A – Retain in Archives R – Review by Archivist
---	--	-----------------------------------	---	---

2. Agency Code 715		STATE OF TEXAS Records Retention Schedule					SLR 105 <i>Form SLR 105C must accompany this form.</i>	
		3. Agency Name Prairie View A&M University (A Part of The Texas A&M University System)					Page	74 of 92
4. Records Series Item No.	5. Agency Item No.	6. Record Series Title	7. Retention Period			8. Archival		10. PVAMU Official Record Custodian
			Agency	Storage	Total	9. Remarks		

5.6.005	05.604.10	Vehicle Use Reports – Includes mileage, fuel/oil consumption, passengers carried and other related operational information.	FE+3		FE+3		For TAMUS aircraft, maintained in combined form with the Airplane Passenger Lists and Mileage Report	Assistant VP for Physical Plant Operations
5.6.007	05.605.10	Vehicle Titles and Registrations	LA		LA			Fixed Asset Coordinator
5.6.008	05.606.10	Pilot License Verification	AC+5		AC+5		AC=Termination of Employment	Not Applicable (N/A)
5.6.009	05.607.10	Parking Permits or Assignments	US		US			Assistant VP for Auxiliary Enterprises

Retention Code AC – After Closed, Terminated, Completed, Expired, Settled AV – Administrative Value	CE – Calendar Year End FE – Fiscal Year End	LA – Life of Asset MO – Months	PM – Permanent US – Until Superseded	Archival Codes A – Retain in Archives R – Review by Archivist
---	--	-----------------------------------	---	---