



POLICY: 6Hx28:7B-01

Responsible Official: Vice President,
Business Operations and Chief Financial
Officer

Policy Contacts: Director,
Contracts and Records

Specific Authority: 1001.64, F.S.

Law Implemented: 1001.64, F.S.

Effective Date: 11-18-1992

Date of Last Policy Review:
11-18-1992

Preservation and Disposal of Records

Policy Statement:

- I. The College is authorized to establish, maintain, and dispose of public records in accordance with Chapter 119 and Section 257.36, Florida Statutes.
- II. Photographs or microphotographs in the form of film or prints made in compliance with the provisions of this section shall have the same force and effect as the originals and shall be treated as originals for the purpose of their admissibility in evidence. Duly-certified authenticated reproductions of such photographs or microphotographs shall be admitted in evidence equally with the original photographs or microphotographs.

Policy History:

Adopted 12-11-74; Amended 12-15-82; Amended 11-18-92; Formerly 6Hx28:4-22; Formerly 6Hx28:04-20