

Materials and Supplies Management

84. Glacial Sand and Gravel

84. Glacial Sand and Gravel		Function	Description	Retention and Disposition
84(1) / (100.01)	Glacial Sand and Gravel Records	To maintain a record of the provision of aggregate material and services as carried out by the Glacial Sand and Gravel Special Operating Agency.	Correspondence, reports, scale and fuel tickets, production and inventory reports and other records related to bulk sales of sand and gravel products by the City of Winnipeg.	Destroy 6 years after record creation.