

Department Records Retention Schedule



This revised retention schedule has been approved by the State Records Committee and completely supersedes all previous schedules for records unique to this office. Refer to the All-University Schedule for retention periods of records common to many University offices. Contact Policies, Records, and Forms, telephone 509-335-2005.

WSU1302-PAF001-1224

Office Name Office of Research	Office I.D. # 0035	Records Coordinator Mary Boyd	Telephone 335-7618	E-Mail mary.boyd@wsu.edu
University Records Officer Deborah L. Bartlett	University Records Officer Signature 		Date Approved June 29, 2016	

Title and Description	Location of Other Copies	Retention and Disposition Action	Disposition Authority No.	Archival Designation / Remarks
Research Misconduct Files Provides a record of inquiries, investigations, and actions regarding complaints of research misconduct. Includes records of inquiry and investigation and copies of all documents furnished to the Office of Research. (42CFR93.317(5)(b))		Retain for 7 years after case closed, then destroy.	06-07-61217 Rev. 1	