

**1.0 POLICY:**

Requests to inspect and/or to receive copies of Metro Technology Centers' public records shall be made to the Executive Administrative Assistant in the superintendent's office, located on the upper floor of the Business Conference Center, 1900 Springlake Drive.

Records deemed confidential by federal or state law will not be provided.

**2.0 LEGAL REFERENCE:** 51 O.S. § 24A.1 et seq.

**3.0 CROSS REFERENCE:** BP-10001

**4.0 REVISION HISTORY:**

<u>Date:</u>	<u>Revision</u>	<u>Description of Revision:</u>
6-9-86	A	Adopted
8-8-94	B	Revised
5-12-97	C	Revised
9-22-03	D	Reformatted
12-15-03	E	Legal references reviewed and revised as necessary
11-22-04	F	Revised
9-22-10	G	Revised format
13-Sep-11	H	Added cross reference BP-10001 and deleted cross reference BP-10014

**5.0 PCF FRAMEWORK #:** 10.1 Manage federal, state, and local regulatory requirements

**\*\*\* End of Policy \*\*\***