**Section 1.30 Record Retention Requirements**

a) The Grantee will, as often as deemed necessary by the Department, the Attorney General of the State of Illinois, the Auditor General of the State of Illinois, the Comptroller of the State of Illinois, the Comptroller General of the United States, or any of their duly authorized representatives, permit the Department, the Attorney General of the State of Illinois, the Auditor General of the State of Illinois, the Comptroller of the State of Illinois, the Comptroller General of the United States, or any of their duly authorized representatives to have full access to and the right to examine any pertinent books, documents, papers and records of the Grantee involving transactions related to a grant under this program for three (3) years from the date of submission of the final expenditure report or until audit findings have been resolved, whichever is later. The Grantee shall include in all its contracts under state/federal grant programs a provision that the Department, the Attorney General of the State of Illinois, the Auditor General of the State of Illinois, the Comptroller of the State of Illinois, the Comptroller General of the United States, or any of their duly authorized representatives will have full access to and the right to examine any pertinent books, documents, papers and records of any such contractor involving transactions related to the contract for three (3) years from the final payment under the contract. The term "contract" as used in this clause excludes purchase orders not exceeding $2,500.00.

b) All Grantees must adhere to the provisions contained in the Secretary of State's Regulations (44 Ill. Adm. Code 4000) of the Local Records Commission and Local Records Act (Ill. Rev. Stat. 1983, ch. 116, par. 43.101 et seq.).

(Source: Amended at 11 Ill. Reg. 5920, effective March 19, 1987)