

# Metro Records Management Training Schedule

January – June 2009

	<b>Records Management</b>				
460	Essential of Records Management	Thursday	1/22/09	8:30am-11:30am	Metro Southeast M. Potts
464	Records Storage and Destruction	Friday	2/20/09	8:30 am-11:30am	Metro Southeast M. Potts
466	Protecting Critical Records	Friday	3/20/09	8:30am-10:30am	Metro Southeast M. Potts