

These are recommendations for files to store in the Closeout Folder, and if they should be kept after project completion.

File Type	Keep After Project Completion
Acceptance Records	Yes
Capitalization Authorization Form (CAF)	No
Closeout Package	Yes
Contractor Acceptance Inspection Report (CAI)	Yes
Excess Property	Yes
Facility Reference Data File - Electronics	Yes
Facility Reference Data File - Plants	Yes
Flight Inspection Report	Yes
FRDF Data - Electronics	Yes
FRDF Data - Plants	Yes
Joint Acceptance Inspection	Yes
Operational Check Completion Document	Yes
Project Preliminary CAF Form	No
Punch List	Yes
Technical Reference Data Record (TRDR) - Electronics	Yes
Technical Reference Data Record (TRDR) - Plants	Yes