



# A d m i n i s t r a t i v e P r o c e d u r e

Category:	Procedure:	
<b>Business Management</b>	<b>Major Maintenance Projects (Physical Plant Upgrades)</b>	
Descriptor Code:	Issued Date:	Revised Date:
<b>AP-E-110-2</b>	<b>June 1997</b>	<b>May 2011</b>

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Major maintenance projects/physical plant upgrades, such as roof replacement, walls, doors, HVAC upgrades, can be requested through the Work Order system. Typically, the request for these types of items are recorded as a Capital item, which will necessitate securing funding and approval from School Board and Knox County Commission.

Questions or status can be answered by Supervisor of New Facilities and Construction (865-594-1558).