**Section § 382.401: Retention of records.**

## Guidance Q&A

**Question 1: Many small school districts are affiliated through service units which are, in essence, a coalition of individual districts. Can these school districts have one common confidant for purposes of receiving results and keeping records?**

**Guidance:** Yes. Employers may use agents to maintain the records, as long as they are in a secure location with controlled access. The employer must also make all records available for inspection at the employer’s principal place of business within two business days after a request has been made by Federal Motor Carrier Administration (FMCSA) representative.