

# **Indexes and check lists (GRS-2541)**

## **Utah General Retention Schedule**

### **Description**

These records document bibliographies, check lists, and indexes of agency publications and news releases, except those used as indexes to public relations files.

### **Retention and Disposition**

Retain for 2 years, and then destroy records.

### **Categories**

People with Disabilities

### **Effective**

06/1995

### **Previous Schedule Number**

SG-4(1116)-17