

County public disclosure statements (GRS-174)

Utah General Retention Schedule

Description

These statements are required to be filed by elected or appointed county officials to disclose any actual or potential conflict of interest in accordance with UCA 17-16a-5 (2012). They include date, employees name and address, name and address of person or business entity being assisted, or in which appointed or elected official has a serious substantial conflict; and a brief description of the transaction as to which service is rendered or is to be rendered and the nature of service performed or to be performed (UCA 17-16a-5(3) (1993)).

Retention and Disposition

Retain for 5 years, and then destroy records.

Appraisal

These records have administrative value(s).

Appraisal Note

Value of records is based on their usefulness for carrying out the agency's current business.

Categories

Human Resources

Effective

09/1995

Previous Schedule Number

CO-8-30