

This schedule has been discontinued. Please use GRS-1783: Customer request or complaint records.

Library complaints (GRS-1206) (DISCONTINUED)

Utah General Retention Schedule

Description

These records document complaints received and actions taken concerning library services including programming and material selection policies. They include complainant's name, address, and telephone number, date, explanation of complaint, and related correspondence,

Retention and Disposition

Retain for 1 year after resolution of issue, and then destroy records.

Categories

Library

Effective

06/1997 – 04/2018

Previous Schedule Number

MUN-25-8