

Scrapbooks (GRS-2051)

Utah General Retention Schedule

Description

These records are created by governmental entities compiling various items together to tell the story of their office. They include photographs, newspaper clippings, and other items pertaining to government activities, and actions and reactions of citizens.

Retention and Disposition

Retain permanently. Transfer records to the archives.

Appraisal

These records have historical value(s).

Appraisal Note

These records have historical value based on their evidence of significant effects of governmental programs and actions on individuals, communities, and the natural and man-made environment.

Categories

Intrinsically Historical

Effective

06/1991

Previous Schedule Number

SG-19-3