

Conflict of interest records (GRS-1911)

Utah General Retention Schedule

Description

These records include statements that are required to be filed by government employees, including elected or appointed officials, to disclose any actual or potential conflict of interest. They may also include conflict of interest documentation concerning any employment or activity outside government employment that may or may not present a conflict of interest.

Retention and Disposition

Retain for 7 years after separation, 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

03/2021

Previous Schedule Number

SG-11-6