

Inmate grievance records (GRS-2373)

Utah General Retention Schedule

Description

These records consist of written grievances submitted by an offender, including appeals, written responses from department staff, and may include any supporting documentation provided with a grievance or response.

Retention and Disposition

Retain for 7 years, and then destroy records.

Categories

offender Supervision

Effective

04/2022

Previous Schedule Number

SG-9(229)-17