

Arms control files (GRS-2281)

Utah General Retention Schedule

Description

These files are used to manage the security of weapons and the issuance of weapons to Correctional employees. Includes the inventory of weapons and the sign-out sheets.

Retention and Disposition

Retain for 5 years after disposition of asset, and then destroy records.

Categories

Facility and Property

Effective

08/1999

Previous Schedule Number

SG-5(229)-1