

Civil and criminal process log (GRS-2362)

Utah General Retention Schedule

Description

This log documents an inmate's civil/criminal process. Includes the name of inmate, inmate number, housing location, date, and description of process.

Retention and Disposition

Retain for 1 year after final action, and then destroy records.

Categories

offender Supervision

Effective

07/2000

Previous Schedule Number

SG-9(229)-6