

Clothing request files (GRS-2363)

Utah General Retention Schedule

Description

Documents requests received from inmates for clothing. Includes the name of the inmate, date requested, clothing requested and date clothing was issued or denied.

Retention and Disposition

Retain for 1 year, and then destroy records.

Categories

offender Supervision

Effective

07/2000

Previous Schedule Number

SG-9(229)-7