

Inmate files (GRS-2372)

Utah General Retention Schedule

Description

Documents the prison history of an inmate. Includes commitment papers, admittance and assessment records, Parole Board results, incident reports, contracts, treatment plans, pre-release agreements, detainers, disciplinary reports, educational and work records, correspondence, and other related records.

Retention and Disposition

Retain permanently. Records may be transferred to the archives.

Categories

offender Supervision

Effective

07/2000

Previous Schedule Number

SG-9(229)-16