

Inmate grievance files (GRS-2373)

Utah General Retention Schedule

Description

Provides documentation of the investigation into any grievance filed by an inmate. Includes name of the inmate, inmate number, description of grievance, names of individuals involved, description of any related incidents, investigative notes, disciplinary actions, result of the investigation, and the result of the grievance hearing.

Retention and Disposition

Retain for 3 years, and then destroy records.

Categories

offender Supervision

Effective

07/2000

Previous Schedule Number

SG-9(229)-17