

Inmate photos - positive (GRS-2378)

Utah General Retention Schedule

Description

Positive prints of all photos of inmates housed at a facility. Photos are taken upon arrival at the prison, once every three years while incarcerated, when moved to a halfway house and upon release at which time photographs are transferred to the Inmate file.

Retention and Disposition

Retain until final action, and then destroy records.

Categories

offender Supervision

Effective

07/2000

Previous Schedule Number

SG-9(229)-22