

Facility reports (GRS-2504)

Utah General Retention Schedule

Description

These reports are created for the purpose of listing the names of youths housed in each correctional facility and group home. The report states the case manager, region, and next court date. Other information includes facility, case number, sex, age, and status.

Retention and Disposition

Retain permanently. Transfer records to the archives.

Categories

Juvenile Justice Services

Effective

07/1999

Previous Schedule Number

SG-3(1116)-11