

Scheduling records (GRS-2591)

Utah General Retention Schedule

Description

These records document the work schedules and assignments of Utah Highway Patrol field personnel. Information includes the assigned division and district as well as dates and schedule details for a work week. Name and badge number of each officer are also included.

Retention and Disposition

Retain for 2 years, and then destroy records.

Categories

Utah Highway Patrol

Effective

07/2014

Previous Schedule Number

SG-1(1228)-9