

Capital outlay detail statement (GRS-530)

Utah General Retention Schedule

Description

This is a monthly report submitted by the local health department to the state Department of Health listing the amounts spent for capital outlay on state contracts. It includes the local health department's name, the reporting period, payee's name, the contract or program where the outlay was made, and expenditure amount.

Retention and Disposition

Retain for 3 years after final action, and then destroy records.

Appraisal

These records have administrative, and/or fiscal value(s).

Categories

Health

Effective

12/1992

Previous Schedule Number

CO-25-8