

# Food service establishment inspection reports (GRS-561)

## Utah General Retention Schedule

### Description

These are reports on inspections of food service establishments to ensure that proper methods of food preparation and sanitation are followed. These inspections are authorized under UCA 26-15a-107 (2008), 26A-1-113 (2011), 26A-1-114(1)(g) (2011). These reports include the name and address of the owner; name of the establishment; inspection purpose (follow-up, regular, etc); the date by which identified violations must be corrected; inspector's comments; and results of the inspection of food, food protection, personnel, food equipment and utensils, water, wastewater, plumbing, toilet and hand washing facilities, solid waste disposal, insect/rodent/animal control, floors, walls, and ceilings, lighting, ventilation, dressing rooms, other operations, living quarters/laundry; the rating score; and inspector's name.

### Retention and Disposition

Retain for 4 years, and then destroy records.

### Appraisal

These records have administrative value(s).

### Appraisal Note

Value of records is based on their usefulness for carrying out the agency's current business.

### Categories

Health

### Effective

12/1992

### Previous Schedule Number

CO-25-39