

# Inspection notification report (GRS-717)

## Utah General Retention Schedule

### Description

This inspection report notifies landfill whether material was incorrectly rejected or hauler incorrectly charged. It is used to correct errors and to improve operating procedures. It includes date and time, inspector's name, location, hauler, license/truck number, transaction number, vehicle, material, contact phone number, whether an adjustment is to be made, tip fee, pictures (y/n), and any relevant comments.

### Retention and Disposition

Retain for 3 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

Solid Waste

### Effective

11/1995

### Previous Schedule Number

CO-31-8