

Retention and Classification Report

Agency: Department of Employment Security. Advisory Council (361)

140 East 300 South
Salt Lake City, UT 84111
801-536-7680

Records Officer: _____

01273	*Industrial development newsletter
09640	Minutes and discussion materials
01280	Unemployment compensation report

AGENCY: Department of Workforce Services. Employment Advisory Council

SERIES: 1273

3

TITLE: Industrial development newsletter

DATES: 1959-1966.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

Documents created by the agency, including pamphlets, reports, leaflets, file manuals, annual reports, other published or processed documents, and the last manuscript report, if not published, relating to management projects. Electronic versions of publications may be considered a duplicate if identical. If unique, see Schedule 1 Item 44.

RETENTION:

Permanent. Retain for 1 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

AUTHORIZED: 10-30-2018

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

PRIMARY DESIGNATION:

Public

AGENCY: Department of Workforce Services. Employment Advisory Council

SERIES: 9640

3

TITLE: Minutes and discussion materials

DATES: 1949-

ARRANGEMENT: Chronological.

ANNUAL ACCUMULATION: 1.50 cubic feet.

DESCRIPTION:

These council minutes and materials record a history of decisions made by the Employment Security Advisory Council. The actions of the Council are the basis for submitting proposed legislation recommending changes to the Employment Security Act. The materials include minutes (date, place, members present, purpose of meeting, discussion, adjournment time); executive summaries of proposed legislation affecting the Utah Employment Security Act; reports, statistics, and correspondence relating to discussion; and council listings of members (employer, employee, and public representatives; work addresses and telephone numbers).

RETENTION:

Permanent. Retain for 20 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Paper: Retain in Office for 20 years and then transfer to State Archives with authority to weed.

Computer data files: Retain in Office permanently and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s). These records are historical because they provide evidence of significant policy formulation and business processes of the government, and they provide evidence of governmental

AGENCY: Department of Workforce Services. Employment Advisory Council

SERIES: 9640

TITLE: Minutes and discussion materials

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deliberations, decisions, and actions relating to major social,
economic, and environmental issues.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 06/2020.

AGENCY: Department of Workforce Services. Employment Advisory Council

SERIES: 1280

3

TITLE: Unemployment compensation report

DATES: 1962-

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006).

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

AUTHORIZED: 10-30-2018

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Computer data files: Retain in Office permanently and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have historical value(s).

These records are historical because they provide evidence of the significant effects of governmental programs and actions on individuals, communities, and the natural and man-made environment; they also contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Workforce Services. Employment Advisory Council

SERIES: 1280

TITLE: Unemployment compensation report

(continued)

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 06/2020.