

Retention and Classification Report

Agency: Labor Commission. OSHA Review Commission (827)

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Salt Lake City, UT 84114
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Records Officer: _____

81767	*Contested case files, no hearing
81758	*Contested case files, to hearing
83029	*Hearing decisions
81898	Judges' research material

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 81767

3

TITLE: Contested case files, no hearing

DATES: 1975-2014.

ARRANGEMENT: Numerical by docket number

DESCRIPTION:

These are case files documenting contested citations of violation of Occupational Safety and Health standards which did not go to hearing. In these cases, either a decision was made for dismissal with an order to remand the case (back to Occupational Safety and Health), or a stipulation and settlement was reached and an order written stating the settlement. These files include the following original documents: formal complaints describing the violation, answers to the complaint, pleadings, orders signed by the judge, and all related correspondence. Also includes copies of the citation and the letter contesting the citation.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 09/1988

FORMAT MANAGEMENT:

Paper: Retain in Office for 2 years after case is closed and then transfer to State Records Center. Retain in State Records Center for 5 years and then destroy.

APPRAISAL:

These records have administrative value(s).

PRIMARY DESIGNATION:

Public

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 81758

3

TITLE: Contested case files, to hearing

DATES: 1970-2014.

ARRANGEMENT: Numerical by docket number

DESCRIPTION:

These are case files documenting formally contested citations for violations of Occupational Safety and Health standards. These cases have gone through the hearing process, as no prior settlement was reached. These files include following original documents: formal complaints describing the violation, answers to complaints, pleadings, tape recordings and possibly transcripts of hearings, judge's notes, all hearing exhibits (including slides and photographs, plus possibly non-record items), all decisions and appealed decisions, and all related correspondence. Also includes copies of the citation of violation, the letter contesting the citation, and the notice of hearing.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 09/1988

FORMAT MANAGEMENT:

Paper: Retain in Office for 2 years after case is closed and then transfer to State Records Center. Retain in State Records Center for 5 years and then destroy provided all original decisions have been removed.

APPRAISAL:

These records have administrative value(s).

As per 29 CFR 2201, all documents and records of the Review Commission are public except as listed in 5 USC 552b. All final decisions of the Review Commission including decisions of the Commissioners are public. As per 29 CFR 2202.21, statements of employment and financial interests and supplementary statements are private. As per 29 CFR 2203.7, all transcripts of hearings are public except in case of closed hearings described in 29 CFR 2203.3(b). For collection and disclosure of personal information by the Review Commission, see 29 CFR 2400. For individuals' access to personal information, see 29 CFR 2400.6.

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 81758

TITLE: Contested case files, to hearing

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 83029

3

TITLE: Hearing decisions

DATES: 1970-2014.

ARRANGEMENT: Numerical by docket number

DESCRIPTION:

These are the original decisions from hearings of the Utah Occupational Safety and Health Review Commission. Hearings regard contested citations for violations of Occupational Safety and Health standards. Any such formal appeal which cannot be settled out of hearing must go through the hearing process. Once a decision is made, it can be appealed to a higher court.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 09/1988

FORMAT MANAGEMENT:

Paper: Retain in Office permanently.

Microfilm master: Retain in Office permanently.

APPRAISAL:

These records have administrative value(s).

These records are of historical value as well as important research value for precedence determination by other judges. They should be microfilmed to insure a backup copy.

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 83029

TITLE: Hearing decisions

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Labor Commission. OSHA Review Commission

SERIES: 81898

3

TITLE: Judges' research material

DATES: 1970-

ARRANGEMENT: Alphabetical by case

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These files are research material of past decisions regarding violations of Occupational Safety and Health regulations. They are used to determine precedence when a judge in the Review Commission is to make a decision on a contested citation of violation.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 09/1988

FORMAT MANAGEMENT:

Paper: Retain in Office permanently.

APPRAISAL:

These records have administrative, and/or historical value(s). This information has important research value for judges when making a decision regarding contested citations. It should be kept in the office permanently for the reference needs of the agency.