

Retention and Classification Report

Agency: Department of Natural Resources. Division of Wildlife Resources. Northeast Region (1782)
152 East 100 North
Vernal, UT 84078

Records Officer: _____

10167 *Regional law enforcement warrant card files

AGENCY: Department of Natural Resources. Division of Wildlife Resources. Northeast Region

SERIES: 10167

3

TITLE: Regional law enforcement warrant card files

DATES: 1980-[1985].

ARRANGEMENT: Alphabetical by surname

DESCRIPTION:

These files are used by Wildlife Resources' Law Enforcement Office to track the serving of warrants by their officers as authorized under UCA 23-20-1.5 (1990). The warrants are served to individuals who fail to appear in court for violations of the Wildlife Code. Information includes individual's name, age, date of birth, police record (if applicable), and citation number. There are three copies of this form. The white copy accompanies the warrant, the yellow copy goes to the regional office, and this canary (card stock copy) goes to the Northern Region Office in Ogden and serves as the record copy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after warrant is served and then destroy.

APPRAISAL:

These records have administrative value(s).
The disposition is based on needs expressed by this office.

RETENTION JUSTIFICATION:

PRIMARY DESIGNATION:

Private UCA 63G-2-302 (4).