

## Retention and Classification Report

**Agency:** Labor Commission. Adjudication Division (2411)

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801-530-6691

**Records Officer:** \_\_\_\_\_

14567	Compensation agreements and lump sum working files
28890	Contested court case hearing recordings
82227	Contested court case records

**AGENCY:** Labor Commission. Adjudication Division

**SERIES:** 14567

3

**TITLE:** Compensation agreements and lump sum working files

**DATES:** 1920-

**ARRANGEMENT:** Alphabetical by surname

**ANNUAL ACCUMULATION:** 7.00 cubic feet.

**DESCRIPTION:**

This series provides support documentation for the compensation agreements for workers' compensation claims. The series consist of the Compensation Agreement - Form 019 and the Lump-sum application - Form 134. The compensation agreement is used to enter into an agreement for a permanent partial award. The lump-sum form is used by an employee when applying for a lump sum or advance payment for a permanent partial award. Information includes the name and address of the employee, financial information, marital status, medical information, salary information, social security number and telephone number. The original Compensation agreement, series 21924 is retained for 75 years.

**RETENTION:**

Retain for 75 year(s)

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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

**APPROVED:** 10/1999

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 74 years and then destroy.

**APPRAISAL:**

These records have administrative, and/or legal value(s).  
The Agency requested an increase in the retention period to make the retention period consistent with the retention period for similar working files. The original approved retention period had

**AGENCY:** Labor Commission. Adjudication Division

**SERIES:** 14567

**TITLE:** Compensation agreements and lump sum working files

(continued)

been 10 years.

**PRIMARY DESIGNATION:**

Private UCA 63G-2-302 (2008)

**AGENCY:** Labor Commission. Adjudication Division

**SERIES:** 28890

1

**TITLE:** Contested court case hearing recordings

**DATES:** 1950-

**ARRANGEMENT:**

**DESCRIPTION:**

These records support the agency's function to conduct formal administrative hearings to resolve disputes arising from worker's compensation claims and employer penalties, employment discrimination determinations, and penalty citations. Recordings document hearings that come before the agency.

**RETENTION:**

Retain for 10 year(s) after final action

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

Sound recordings: Retain in Office for 10 years and then erase.

**APPRAISAL:**

These records have administrative value(s).

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Protected.	Utah Code 63G-2-305(10)(2015)
Private.	Utah Code 63G-2-302(1)(a & b)(2016)
Controlled.	Utah Code 63G-2-304(2008)

**AGENCY:** Labor Commission. Adjudication Division

**SERIES:** 82227

3

**TITLE:** Contested court case records

**DATES:** 1950-

**ARRANGEMENT:** Numerical by case number

**ANNUAL ACCUMULATION:** 20.00 cubic feet.

**DESCRIPTION:**

These records support the agency's function to conduct formal administrative hearings to resolve disputes arising from worker's compensation claims and employer penalties, employment discrimination determinations, and penalty citations. Records document hearings before the agency, and may include pre-hearing settlement offers, applications for and notices and recordings of hearings, orders from the Commission, judges' case notes, related medical information, and correspondence.

**RETENTION:**

Retain for 75 year(s) after case is closed

**DISPOSITION:**

Destroy.

**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 1 year after case is closed and then transfer to State Records Center. Retain in State Records Center for 74 years and then destroy.

Sound recordings: Retain in Office for 75 years and then erase.

**APPRAISAL:**

These records have administrative value(s).

**AGENCY:** Labor Commission. Adjudication Division

**SERIES:** 82227

**TITLE:** Contested court case records

(continued)

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Private.	Utah Code 63G-2-302(1)(a & b)(2016)
Controlled.	Utah Code 63G-2-304(2008)
Protected.	Utah Code 63G-2-305(10)(2015)