Retention and Classification Report

Agency: Attorney General's Office. Criminal Department. Investigations Division (4108)

5274 South College Drive Suite 200
Murray, UT 84107
801-281-1200

Records Officer: _____

10889 Criminal investigative case files

AGENCY: Attorney General's Office. Criminal Department. Investigations Division

SERIES: 10889 3
TITLE: Criminal investigative case files
DATES: 1980-
ARRANGEMENT: Alphabetical by case name, thereunder chronological by year
ANNUAL ACCUMULATION: 40.00 cubic feet.
DESCRIPTION:

These records document information gathered during investigations performed in order to determine whether criminal charges are warranted. These records may assist the Attorney General's Office in later investigations. Information includes police reports, witnesses lists, business documents, physical evidence, criminal history, memoranda of interviews, victim and witness statements, bank records, investigative notes and other documents that may be used to support criminal investigations and prosecutions.

RETENTION:

Retain for 30 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: 06/2013

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after case closes and then transfer to State Records Center. Retain in State Records Center for 29 years and then destroy.

Computer data files: Retain in Office for 30 years after case closes and then delete.

APPRAISAL:

These records have administrative value(s).

AGENCY: Attorney General's Office. Criminal Department. Investigations Division

SERIES: 10889
TITLE: Criminal investigative case files

(continued)

PRIMARY DESIGNATION:

Protected	Utah Code 63G-2-305(10)(a)and(d)(2015); Utah Code 63G-2-305(17)(2015)

SECONDARY DESIGNATION(S):

Controlled.	Utah Code 63G-2-304 (2008)
Private.	Utah Code 63G-2-302(2)(d)(2016)

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 09/2016.