

Retention and Classification Report

Agency: Spanish Fork (Utah). Police Department (4240)

Spanish Fork Police Department
789 W Center Street
Spanish Fork, UT 84660
801-804-4700

Records Officer: _____

30687 Annual Reports

AGENCY: Spanish Fork (Utah). Police Department

SERIES: 30687

3

TITLE: Annual Reports

DATES: 1984-

ARRANGEMENT: Chronological

DESCRIPTION:

This series contains official reports summarizing activities and accomplishments of the Spanish Fork City Police Department for a fiscal year. Reports may include statistics, narrative reports, graphics, and diagrams.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Annual or official reports, GRS-3.

AUTHORIZED: 01-23-2019

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).

These records provide evidence of the significant effects of governmental programs and actions on individuals, communities, and the natural and man-made environment.

PRIMARY DESIGNATION:

Public Utah Code 63G-2-201(2)(2023).