

Retention and Classification Report

Agency: Board of Education. Internal Audit. (4724)

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Records Officer: _____

30681	Audit committee meeting records
30680	Internal audit reports

AGENCY: Board of Education. Internal Audit.

SERIES: 30681

3

TITLE: Audit committee meeting records

DATES: 2011-

ARRANGEMENT: Chronological by fiscal year

DESCRIPTION:

Meeting minutes and agenda packets for the Utah State Board of Education's Audit Committee. Contained in or with the minutes shall be the substance of all matters proposed, discussed, or decided, and votes taken (Utah Code 52-4-203(2014)).

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have fiscal, and/or historical value(s).

These records document the audit committee's process and procedure.

PRIMARY DESIGNATION:

Public Utah Code 63G-2-301(2)(e) (2020)

AGENCY: Board of Education. Internal Audit.

SERIES: 30680

3

TITLE: Internal audit reports

DATES: 2011-

ARRANGEMENT: Chronological by fiscal year

DESCRIPTION:

These are studies, and reports prepared and produced as a result of an internal audit of Utah State Board of Education (USBE).

These audit records summarize an USBE's programs, operations, productivity, performance, and compliance, and examine and verify USBE's financial activities for the year.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Audit records, GRS-1727.

AUTHORIZED: 10-23-2019

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or fiscal value(s).

These records have historical value based on their evidence of significant policy formulation and business processes of the government.

AGENCY: Board of Education. Internal Audit.

SERIES: 30680

TITLE: Internal audit reports

(continued)

PRIMARY DESIGNATION:

Public Utah Code 63G-3-301(3)(q) (2020)