

Retention and Classification Report

Agency: Department of Public Safety. Utah Highway Patrol. Section #10 (2451)

1088 South Highway 89
Richfield, UT 84701
435-965-4540

Records Officer: _____

23697 Accident/incident case files

AGENCY: Department of Public Safety. Utah Highway Patrol. Section #10

SERIES: 23697

1

TITLE: Accident/incident case files

DATES: 1992-

ARRANGEMENT: Numerically by case number

ANNUAL ACCUMULATION: 1.00 cubic foot.

DESCRIPTION:

Reports filed by Section 10 Officers including accident reports (includes witness and driver statements, vehicle impounds and inventories, field sketch, and officers incident report if applicable), incident reports relating to DUI arrests, warrant of arrest, and all other arrest reports (includes booking paper work, Intoxilyzer reports, vehicle impounds and inventories), impounded and towed vehicle reports.

RETENTION:

Retain for 7 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

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

FORMAT MANAGEMENT:

Paper: Retain in Office for 7 years and then destroy.

APPRAISAL:

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

These records have legal value as they are required by UCA 41-6a-404 and 41-12a-202 (2009).

PRIMARY DESIGNATION:

Protected UCA 63G-2-305(38) 2009 and UCA 63G-2-305(9)

AGENCY: Department of Public Safety. Utah Highway Patrol. Section #10

SERIES: 23697

TITLE: Accident/incident case files

(continued)

SECONDARY DESIGNATION(S):

Private. UCA 63G-2-302(2)(d) 2009