

Retention and Classification Report

Agency: Department of Health. Division of Public Health Education (3151)

288 North 1460 West
Salt Lake City, UT 84114
(801)538-9191

Records Officer: _____

24200 Publications

AGENCY: Department of Health. Division of Public Health Education

SERIES: 24200

3

TITLE: Publications

DATES: ca. 1936-

ARRANGEMENT: Chronological

DESCRIPTION:

Records created by the agency, including pamphlets, reference guides, catalogs, and other published or processed documents. These records include information on smoking cessation, drug addiction, disease protection, and other issues addressed by the Division of Public Health Education. Consists primarily of isolated publications not part of a more specific series.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

AUTHORIZED: 10-30-2018

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

Publications document agency history and functions. Publications have ongoing research value.

AGENCY: Department of Health. Division of Public Health Education

SERIES: 24200

TITLE: Publications

(continued)

PRIMARY DESIGNATION:

Public