Retention and Classification Report

Agency: Salt Lake City (Utah). Department of Public Utilities (1078)

1530 South West Temple
Salt Lake City, UT 84115-5292

Records Officer

26576	Annual reports
23976	Publications

AGENCY: Salt Lake City (Utah). Department of Public Utilities

SERIES: 26576 3
TITLE: Annual reports
DATES: 1916-
ARRANGEMENT: Chronological by year issued
DESCRIPTION:

These are reports on program activities and accomplishments of the municipality or individual department for the previous year. They may include statistics, narrative reports, graphs, and diagrams.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 12/01/1996.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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

APPRAISAL:

Historical
This disposition is based on Utah Municipal General Records Retention Schedule, Schedule 1, Item 2.

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

PRIMARY CLASSIFICATION:

Public

AGENCY: Salt Lake City (Utah). Department of Public Utilities

SERIES: 23976 3
TITLE: Publications
DATES: 1916-
ARRANGEMENT: Chronological
DESCRIPTION:

Documents created by the agency, pamphlets, reports, leaflets, newsletters and other published or processed documents. These documents contain information about water services provided by the Salt Lake City Department of Public Utilities. The series consists primarily of isolated publications not part of a more specific series.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/1990.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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

APPRAISAL:

Historical
This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 25.

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

PRIMARY CLASSIFICATION:

Public