Retention and Classification Report

Agency: Attorney General's Office. Litigation Division (1923)

Heber M. Wells Bldg, 6th Floor
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Salt Lake City, UT 84114-0856
801 366-0150

Records Officer Pat Jenson

00274		Litigated claims case files
27520		Pelt v. Utah litigation case files
09609	*	Time and attendance reports

AGENCY: Attorney General's Office. Litigation Division

SERIES: 274 3
TITLE: Litigated claims case files
DATES: 1965-
ARRANGEMENT: Alphabetical by case name, thereunder chronological by year.

ANNUAL ACCUMULATION: 150.00 cubic feet.
DESCRIPTION:

These files are created by staff attorneys and document litigation involving the state of Utah and its agencies as required by UCA 67-5-1(1) (1990). They include transcripts, case law, pleadings, correspondence, research, proceedings, briefs, trial transcripts, and motion copies. Additional information include age, appearance, assets, debts, birthdate and birthplace, family background, financial information, civil and criminal proceedings, medical information, psychiatric and psychological information, marital status, signature, social security number, tax information, and educational and employment history.

RETENTION:

Retain 10 years after case closes.

DISPOSITION:
Destroy.

STATE RECORDS COMMITTEE STATUS:
This retention was approved by the State Records Committee on 05/01/2002.

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 Office until case is closed and then transfer to State Records Center. Retain in State Records Center for 10 years and then destroy provided no pending action or litigation.

AGENCY: Attorney General's Office. Litigation Division

SERIES: 274
TITLE: Litigated claims case files

(continued)

APPRAISAL:
Administrative Legal

This disposition is based on the administrative needs expressed by the agency.

PRIMARY CLASSIFICATION:
Private

SECONDARY CLASSIFICATION(S):

Public.	UCA 63G-2-301(r) 1992
Protected.	UCA 63G-2-305(16) 1992
Controlled.	UCA 63G-2-304 1992

AGENCY: Attorney General's Office. Litigation Division

SERIES: 27520 3
TITLE: Pelt v. Utah litigation case files
DATES: 1933-2010
ARRANGEMENT: By type of document thereunder numerical by document or box number
ANNUAL ACCUMULATION:
DESCRIPTION:

These records document litigation against the State of Utah (Pelt, et al. v. State of Utah, et al.,Case No. 2:92cv639) in United States District Court, for the District of Utah, Central Division. The state served as trustee in the administration of a royalty fund established by federal law for the benefit of Navajo Indians in San Juan County. The Attorney General's Office, Division of Litigation, defended the State of Utah. Types of documents collected include case materials: pleadings, correspondence, and research. Accounting materials; records of Utah's administration of the royalty fund; and records of other entities involved in the royalty fund are also included. A comprehensive index of these records is available.

RETENTION:

Retain 10 years after case closed

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 11/01/2010.

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 Office until case is closed and then transfer to State Records Center. Retain in State Records Center for 10 years and then transfer to State Archives with authority to weed provided no litigation pending.

AGENCY: Attorney General's Office. Litigation Division

SERIES: 27520
TITLE: Pelt v. Utah litigation case files

(continued)

APPRAISAL:
Administrative Historical Legal

These records document litigation concerning the role of Utah as trustee in the administration of a royalty trust fund established by federal law. Net oil royalties were paid to the State in accordance with Public Law No. 403, 47 Stat. 1418,(1933) as amended by the Act of 1968, and 82 Stat. 121,(1968) for the health, education, and general welfare of the Navajo Indians residing in San Juan County, Utah. See also: UCA 63-22-1 et seq (1959); UCA 63-36-1 et seq (1967); UCA 63-36-2 et seq (1985); and UCA 63-36-2 et seq (1989).

PRIMARY CLASSIFICATION:
Protected UCA 63G-2-305(9),(16),(17),&(18)

SECONDARY CLASSIFICATION(S):
Private. UCA 63G-2-302(1)(a)&(b); UCA 63G-2-302(2)(d)
Controlled. UCA 63G-2-304

AGENCY: Attorney General's Office. Litigation Division

SERIES: 9609 3
TITLE: Time and attendance reports
DATES: 1990-2010.
ARRANGEMENT: Alphabetical by surname
ANNUAL ACCUMULATION:
DESCRIPTION:

State employee time sheets, including Flextime Attendance Reports Supplemental time and attendance records, such as sign-in/sign-out sheets and work reports that are used for time accounting under flextime systems.

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 Office for 3 years and then destroy.

APPRAISAL:

Administrative
This disposition is based on Utah State General Records Retention Schedule, Schedule 10, Item 25.

PRIMARY CLASSIFICATION:

Public