

Retention and Classification Report

Agency: Attorney General's Office. Environment Division (1924)

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Salt Lake City, UT 84114-0873

Records Officer: Shane Bekkemellom

09835 Environmental Quality case files
27207 Private fuel storage LLC case files
09837 Time and attendance reports

AGENCY: Attorney General's Office. Environment Division

SERIES: 9835

3

TITLE: Environmental Quality case files

DATES: 1980-

ARRANGEMENT: Numerical by case number

ANNUAL ACCUMULATION: 15.00 cubic feet.

DESCRIPTION:

These files document cases litigated by the Environment Division of the Attorney General's Office. Information includes correspondence, attorney notes and work product.

RETENTION:

Retain 10 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 12/01/1993.

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 1 year after after case is closed and then transfer to State Records Center. Retain in State Records Center for 9 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Administrative

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

AGENCY: Attorney General's Office. Environment Division

SERIES: 9835

TITLE: Environmental Quality case files

(continued)

PRIMARY CLASSIFICATION:

Protected

SECONDARY CLASSIFICATION(S):

Private. UCA 63G-2-302 (2008)

AGENCY: Attorney General's Office. Environment Division

SERIES: 27207

3

TITLE: Private fuel storage LLC case files

DATES: 1997-

ARRANGEMENT: Alphanumerical by type

ANNUAL ACCUMULATION:

DESCRIPTION:

These records are case files of the Private Fuel Storage LLC. The files include information documenting environmental disputes with this spent nuclear fuel facility. The files are segregated from other case files because of their voluminous quantity and long litigation history. Records include the company's license application to the Nuclear Regulatory Commission (NRC) for storage of high level waste on the Skull Valley Goshute Indian Reservation, Tooele County, and related technical documents. Records include litigation in the NRC licensing proceeding (Docket No. 72-22) and related judicial appeals. Records include Bureau of Indian Affairs (BIA) documents, copies of Freedom of Information Act (FOIA) documents, and copies of Utah State laws concerning high level nuclear waste. Files may also include research notes and general information.

RETENTION:

Retain 20 years after case closes

DISPOSITION:

Destroy provided no pending litigation

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 05/01/2013.

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 2 years after case closes and then transfer to State Records Center. Retain in State Records Center for 18 years and then destroy provided no pending litigation.

Computer data files: Retain in Office until administrative need

AGENCY: Attorney General's Office. Environment Division

SERIES: 27207

TITLE: Private fuel storage LLC case files

(continued)

ends and then delete provided no pending litigation.

Digital Versatile Disk - Read Only: Retain in Office for 2 years and then transfer to State Records Center. Retain in State Records Center for 18 years and then destroy provided no pending litigation.

APPRAISAL:

Administrative Legal

THESE RECORDS ARE CONFIDENTIAL LITIGATION FILES; ANY REQ INFORMATION SHOULD GO THROUGH THE UTAH ATTORNEY GENE Utah Code 63G-2-305(2),(4),(16-18),(23),(33) (2008)

Records that contain historical records documenting lasting effects on the environment and/or history of Utah are preserved elsewhere.

PRIMARY CLASSIFICATION:

Protected Utah Code 63G-2-305(2),(4),(16-18),(23),(33)

SECONDARY CLASSIFICATION(S):

Private. Utah Code 63G2-302
Public

AGENCY: Attorney General's Office. Environment Division

SERIES: 9837

3

TITLE: Time and attendance reports

DATES: undated

ARRANGEMENT: None

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.

RETENTION:

Retain 3 years.

DISPOSITION:

Destroy.

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:

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

AGENCY: Attorney General's Office. Environment Division

SERIES: 9837

TITLE: Time and attendance reports

(continued)

PRIMARY CLASSIFICATION:

Public