

# Retention and Classification Report

**Agency:** Bureau of Immigration, Labor and Statistics (528)

, UT

## **Records Officer**

01270 \*County statistics correspondence  
05847 Grand and San Juan county resources map  
01269 \*Industry and government statistical data files  
01267 \*Letterbooks  
01268 \*Reports

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1270

3

**TITLE:** County statistics correspondence

**DATES:** 1901-1915.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Retain Permanent. In Archives custody.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**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.

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 5847

3

**TITLE:** Grand and San Juan county resources map

**DATES:** 1913-

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION:**

Retain Permanent. In Archives custody.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**FORMAT MANAGEMENT:**

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**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1269

3

**TITLE:** Industry and government statistical data files

**DATES:** 1911-1912.

**ARRANGEMENT:** Alphanumerical.

**DESCRIPTION:**

This series contains records with information pertaining to canning companies, laundries, salt manufacturers, churches, criminal convictions, court actions, election returns, manufacturing, breweries, brick and tile manufacturers, cement and plaster manufacturers, cigar manufacturers, confectioners, creameries, flour mills, knitting, mattress manufacturers, mercantiles and soda water manufacturers.

**RETENTION:**

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**DISPOSITION:**

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**STATE RECORDS COMMITTEE STATUS:**

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**APPRAISAL:**

Historical

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1269

**TITLE:** Industry and government statistical data files

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1267

4

**TITLE:** Letterbooks

**DATES:** i 1906-1916.

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

The bureau's function was "to collect, systematize and present in annual reports to the Governor, statistical details relating to agriculture, mining, manufactures and other industries in the state." Reporting duties were expanded in 1911 to include all natural, economic, educational and cultural resources of the state, in order to promote immigration of individuals and businesses. Starting in 1911, the bureau also was to investigate and report unsafe working conditions and labor law violations. These letterbooks contain press copies of outgoing correspondence pertaining to all such duties. The diversity of topics treated makes them an excellent, if promotionally biased, source of socioeconomic data on the state in the early 20th century.

Mailing lists and copies of standardized forms for gathering data are sometimes included. Forms and letters were regularly sent to county officials, private businesses, and the courts requesting data on tax rates, indebtedness, lands and crops, elected officials' names, indigent expenditures, reform school commitments, criminal convictions, marriages, divorces, roads, canneries, assorted manufactures, railroads, communications, mining, knitting works, laundries, etc.

There are also replies to requests for information on the state which discuss economic conditions, average wages, investment opportunities, and homesteading possibilities; specify where immigrant labor is needed; and answer more arcane questions. Copies of parts of reports are also included, as are various production charts, business listings, and social data tables. The success of promoting immigration is discussed in some letters, notably regarding ethnic Jewish (Clarion), Greek, and Russian colonies.

In 1911, the bureau began monitoring certain working conditions focussing on violations of the nine-hour day female employment law and minimum wage scales for females. A limited number of letters refer to eight-hour days in mines and smelters. Letters discussing the absence of other safety codes or male employment laws are also included, particularly from 1916-1917 when Utah began requesting comparative data on workmen's compensation laws.

The bulk of all the correspondence deals with agriculture, homesteading, mining, and industry with a portion of later letters dealing with female labor law enforcement. However, the number of topics treated on a lesser scale is extremely broad and includes social (schools, hospitals, newspapers, etc.) factors as well as commercial. Limited correspondence also deals with

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1267

**TITLE:** Letterbooks

(continued)

administrative functions of the bureau, e.g. report printing, expense accounts.

The location of any letterbook(s) prior to 1906 is undetermined.

The absence of a 1909-1911 letterbook may represent a missing one, or one may never have existed, the auditor (then serving as ex-officio Commissioner of Statistics) regularly complaining of the press of other duties. The office of Commissioner of Immigration, Labor and Statistics was abolished in 1917 with the creation of the Industrial Commission.

**RETENTION:**

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**DISPOSITION:**

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**STATE RECORDS COMMITTEE STATUS:**

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**FORMAT MANAGEMENT:**

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Paper: Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

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

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

**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1267

**TITLE:** Letterbooks

(continued)

**APPRAISAL:**

Historical

This series provides extensive, intensive, and diverse data on a broad range of socioeconomic topics. Provides a compilation of early 20th century Utah data not readily available elsewhere.

**PRIMARY CLASSIFICATION:**

Public



**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1268

4

**TITLE:** Reports

**DATES:** 1895-1916.

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006)

**RETENTION:**

Retain Permanent. In Archives custody.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

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

**FORMAT MANAGEMENT:**

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**AGENCY:** Bureau of Immigration, Labor and Statistics

**SERIES:** 1268

**TITLE:** Reports

(continued)

**APPRAISAL:**

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

Created by a state/territorial agency. Very useful for socioeconomic facts on early Utah; facts are diverse, detailed, and well compiled.

**PRIMARY CLASSIFICATION:**

Public