

# Retention and Classification Report

**Agency:** Department of Workforce Services. Office of Rehabilitation (63)

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**Records Officer:** Kent Naisbitt

10636 Annual reports  
23349 Publications

**AGENCY:** Department of Workforce Services. Office of Rehabilitation

**SERIES:** 10636

3

**TITLE:** Annual reports

**DATES:** 1968-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

This series contains reports of Office of Rehabilitation Services from the previous year. The Utah State Office of Rehabilitation offers Utah citizens with disabilities opportunities for meaningful employment and increased independence. These opportunities are offered through an array of specialized services and programs. The Annual Report highlights the accomplishments of individuals who received these opportunities. 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 until administrative need ends

**DISPOSITION:**

Permanent. Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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

**AUTHORIZED:** 03-19-2018

**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.

**AGENCY:** Department of Workforce Services. Office of Rehabilitation

**SERIES:** 10636

**TITLE:** Annual reports

(continued)

**APPRAISAL:**

These records have historical value(s).  
Publications which document agency history and functions have  
ongoing research value.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Department of Workforce Services. Office of Rehabilitation

**SERIES:** 23349

3

**TITLE:** Publications

**DATES:** 1967-

**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)

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**AUTHORIZED:** 03-19-2018

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**SERIES:** 23349

**TITLE:** Publications

(continued)

**PRIMARY DESIGNATION:**

Public