

Retention and Classification Report

Agency: Department of Agriculture and Food. Division of Plant Industry

350 No. Redwood Rd.
Salt Lake City, UT 84114-6500
801-538-7188

Records Officer Bracken Davis

80697 Nursery inspection certificates and licenses

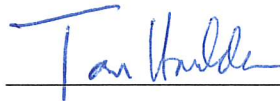
Destroying records in accordance with this agency Retention Schedule is in compliance with the Archives and Records Service and Government Records Access and Management Act (UCA 63-2-101 et seq.).

The Agency classifies its records under provisions of the Government Records Access and Management Act (UCA 63-2-101 et seq.). Classifications have not been approved by the State Records Committee.

This agency retention schedule was approved by the State Records Committee in April 2019.



Gina Proctor
Executive Secretary
State Records Committee



Chair, State Records Committee

Date: 4/11/19

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The record series listed above have been examined and approved for submission to the State Records Committee.

LuAnn Adams
Chief Administrative Officer (print)


Signature

Commission
Title

3/25/19
Date

Utah State Archives

AGENCY: Department of Agriculture and Food. Division of Plant Industry

SERIES: 80697

TITLE: Nursery inspection certificates and licenses

DATES: 1984-

ARRANGEMENT: Alphabetical by name.

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

This program is to regulate nurseries in Utah and make sure that the plants sold meet state standards. The file includes an application for license, correspondence, and other nursery license documentation. It also includes any nursery inspection documentation, including notices of violation, hold orders, or regulatory actions.

RETENTION:

Retain for 5 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office for 5 years and then destroy.

APPRAISAL:

These records have administrative value(s).

PRIMARY DESIGNATION:

Public

original retention schedule

Utah State Archives

AGENCY: Department of Agriculture and Food. Division of Plant Industry

SERIES: 80697

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TITLE: Nursery inspection certificates

DATES: 1984-

ARRANGEMENT: Alphabetical by name

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

This program is to regulate nurseries in Utah and make sure that the plants sold meet Utah standards. The file includes an application for license and correspondence.

RETENTION:

Retain for 1 year(s) after expiration of permit or license

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 03/1988

FORMAT MANAGEMENT:

Paper: Retain in Office until the license expires and then transfer to State Records Center. Retain in State Records Center for 1 year and then destroy.

APPRAISAL:

These records have administrative value(s).

PRIMARY DESIGNATION:

Public