

Chapter 18

Employees' Personnel Files

67-18-1 Right to examine and copy documents.

It is the purpose of this act to provide public employees in the state with the right to examine and make copies of documents in their own personnel files.

Enacted by Chapter 259, 1977 General Session

67-18-2 Definitions.

As used in this act:

- (1) "Employer" means the state and its political subdivisions.
- (2) "Employee" means any person employed by the employer.
- (3) "Representative" means any person designated in writing by an employee to represent such employee in a grievance or other employment matter.

Enacted by Chapter 259, 1977 General Session

67-18-3 Written request for production of file.

Upon receipt of a written request from an employee to examine such employee's personnel file, the employer shall produce the file for inspection and copying.

Enacted by Chapter 259, 1977 General Session

67-18-4 Cost of copying.

The cost of copying shall be paid by the employee.

Enacted by Chapter 259, 1977 General Session

67-18-5 Confidential, private, or protected documents excepted.

The right to examine and copy documents in an employee's personnel file is subject to access provisions in Title 63G, Chapter 2, Government Records Access and Management Act.

Amended by Chapter 382, 2008 General Session