

Submitted: Draft
Jurisdiction: Maryland
Agency: Department of Health and Mental Hygiene
Division/Unit:

Maryland State Archives
 Edward C Papenfuse State Archives Building
 350 Rowe Boulevard
 Annapolis, MD 21401

Certificate ID: 116
MSA ID: SE55-2230

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Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	A78 Letters (Already Scanned) Paper	2428	3A	4/23/2007-10/06/2009	1 cu ft.	09/26/2011	Shred
2	H/C PCKTS & Referrals (Already Scanned) Paper	2428	3A	9/09/2009-12/30/2009	4 cu ft.	09/26/2011	Shred

Destruction Certification

<u>Walter Zerrlaut</u>	<u>DHMH Records Officer</u>	<u>10/26/2011</u>
Signature	Title	Date