

Submitted: 2/7/2012
Jurisdiction: Maryland
Agency: State Police
Division/Unit: Barrack G Westminster

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

Certificate ID: 227
MSA ID: SE55-2343
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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	MSP FORM 31 - EMPLOYEE WORK AND LEAVE REPORTS	1209	PER 2	2010	0.81 cu ft.	01/09/2012	SHREADER
2	MSP FORM 197 - OVERTIME AND COMPENSATORY TIME AUTHORIZATION RECORD	1209A22	PER 4	2008	0.48 cu ft.	01/09/2012	SHREADER
3	EMPLOYEE PAYROLL AUTHORIZATION SUMMARY	1209	PER 2-1	2010	0.16 cu ft.	01/09/2012	SHREADER
4	INCIDENT REPORTS (Closed)	1209A12	OPS 23	2006-2008	2.45 cu ft.	02/07/2012	INCINERATOR

Destruction Certification

Deborah Horton

Signature

Administrative Assistant

Title

2/7/2012

Date