

Submitted: 3/28/2012
Jurisdiction: Maryland
Agency: Institute for Emergency Medical Services Systems
Division/Unit:

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

Certificate ID: 301
MSA ID: SE55-2409

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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	Fatal Accident Forms; 1990-1995 - MAIS Form Copies for Fatal Accident Study; 1996-1999 - Fatal Accident Forms; 1986-1988 - Motorcycle Study Files; 1986-1987 – Grant Proposal Files; Outdated Employment Applications and Personnel Records; Outdated Budget and Finance Records; Motorcycle Helmet Law File Copies	2431	1, 2, and 3	1986 - 1999	22 cu ft.	02/09/2012	Shred

Destruction Certification

David Balthis	Chief IT and Communications	3/28/2012
Signature	Title	Date