

Submitted: 3/25/2013
Jurisdiction: Maryland
Agency: Department of Agriculture
Division/Unit: Weights & Measures

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

Certificate ID: 497
MSA ID: SE55-2748
Page: 1 of 1

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	Device Inspection Reports	2492	2	2005-2007	9 cu ft.	04/01/2013	shredding
2	Package Inspection Reports	2492	3	2002-2007	5 cu ft.	04/01/2013	shredding
3	Investigations-Complainants	2492	7	1992-2006	3 cu ft.	04/01/2013	shredding
4	Purchase orders and Invoices	2492	10	1990-2007	2 cu ft.	04/01/2013	shredding
5	Office Personnel Information	2492	14	2006-2007	2 cu ft.	04/01/2013	shredding
6	Weighing and Measuring Device Applications and Certificates	2492	15	2007	6 cu ft.	04/01/2013	shredding

Destruction Certification

Michael Frailer

Signature

Title

3/25/2013

Date