

Submitted: 4/11/2013
Jurisdiction: Maryland
Agency: Department of General Services,
 Records Management Division
Division/Unit: DPSCS/DOC - Eastern Correctional Institution - Personnel

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

Certificate ID: 714
MSA ID: SE55-2892

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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	03W923 - Inactive Personnel Folders.	2424-15	1	Year 1992	5 cu ft.	04/01/2013	Recycle
2	06W1131 - Inactive Personnel Folders.	2424-15	1	1990, 1991 & 1992	1 cu ft.	04/01/2013	Recycle

Destruction Certification

Gabriel P. Lopez	Manager	4/11/2013
Signature	Title	Date