

**Submitted:** 8/7/2013  
**Jurisdiction:** Maryland  
**Agency:** Department of Business and  
 Economic Development  
**Division/Unit:** Office of General Services

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

**Certificate ID:** 836  
**MSA ID:** SE55-3032

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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	Inventory Recon FY2006 Inventory backup FY2006 Capital transfer sheets 2002 - 2008 Inventory control forms 2002 equipment receipt form 2002, 2004 EPD closed 2005-2009	2449	8	2002-2009	1 cu ft.	07/29/2013	Off site shredding

### Destruction Certification

Fidelia Israel	Operations Coordinator	8/7/2013
<b>Signature</b>	<b>Title</b>	<b>Date</b>