

Submitted: 10/25/2013
Jurisdiction: Maryland
Agency: Department of Health and Mental Hygiene
Division/Unit: OSOP

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

Certificate ID: 912
MSA ID: SE55-3096

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	Budget and Accounting Records (Timesheets, requisitions and invoices) - Paper	2112	2A	2000-2007	28 cu ft.	10/21/2013	Shred

Destruction Certification

Walter Zerlaut

Signature

DHMH Records Officer

Title

10/25/2013

Date