



Division of Audits
State Office Building
Baltimore, Md. 21201

PIERCE J. LAMBDIN, CPA
LEGISLATIVE AUDITOR

October 3, 1977

Mr. Philip Schneider
Assistant Records Administrator
Hall of Records
Room 305, Treasury Building
Annapolis, Maryland

Dear Mr. Schneider:

I am enclosing a Certificate of Records Disposal. The records were destroyed and the certificate is forwarded to you in accordance with your telephone instructions to Mr. Robertson on September 29, 1976.

Very truly yours,

LEGISLATIVE AUDITOR

PJL/mw

Enclosure



CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

DEPARTMENT OF FISCAL SERVICES

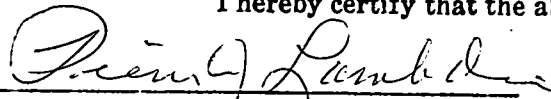
Reporting Agency

DIVISION OF AUDITS

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Audit Workpapers	189	3	1959-1967	15	10/3/77	Destroyed
2	Accounting Records	189	5	1965-1971	1	10/3/77	Destroyed

I hereby certify that the above listed records were disposed of as indicated.



Signature

LEGISLATIVE AUDITOR

Title

10/3/77

Date

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Accident Fund, Commission of State	1966-1967
Admissions Tax Div., Comptroller of the Treasury	1966-1967
Aging, State Coordinating Comm. On Problems	1966-1967
Alcoholic Beverages Div. Comp. of Treasury	1966-1967
Anatomy Board of Maryland	1966-1967
Apple Comm. Maryland	1966-1967
Assessments & Taxation, Department of	1966-1967
Athletic Comm., State	1966-1967
Aviation Comm., State	1967
Bank Comm., State	1966-1967
Board of Barber Examiners, of the State of Maryland	1966-1967
Boys Forestry Camps	1966
Superintendent of Public Buildings & Grounds	1966
State Office Buildings - Baltimore	1966-1967
Maryland Commission on the Capital City	1966-1967
Motion Picture Censors, Maryland State Board	1966-1967
Central Laundry	1966-1967
Chesapeake Bay Affairs, Dept. of	1967
Comptroller of Treasury, Financial Division	1966-1967
Administrator of Loan Laws	1965-1967
Correctional Camps	1966-1967
Maryland Correctional Institution-Hagerstown- General Funds	1967
Maryland Correctional Institution-Hagerstown- Prisoner Funds	1967
Maryland Correctional Institution-Hagerstown- State Use Industries	1967
Maryland Correctional Institution-Hagerstown- Welfare Fund	1967

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Institution for Women-Maryland	1966-1967
Cosmetologists-Maryland State Board of	1966-1967
Maryland School for the Deaf	1966-1967
State Board of Dental Examiners	1959-1967
Municipal Court of Baltimore City	1966-1967
Eastern Shore State Hospital	1967
Department of Economic Development	1967
Economic Opportunity, Maryland Office of	1966-1967
State Board of Electrical Examiners and Supervisors	1966-1967
Employment Security, Department of	1965-1967
Board of Examining Engineers	1966-1967
Maryland State Fair Board	1967
Fire Prevention Commission & Fire Marshall	1967
Department of Game & Inland Fish	1966-1967
Forests & Parks, Department of	1967
State Board of Funeral Directors & Embalmers of Maryland	1966-1967
Comptroller of the Treasury-Gasoline Tax Division	1967
Comptroller of the Treasury-Maryland Estate Tax Division	1966-1967
Comptroller of the Treasury-General Department	1966-1967
Maryland Geological Survey	1966-1967
Hall of Records Commission	1966-1967
State Department of Health	1967
State Department of Health-Montebello State Hospital	1966-1967
State Department of Health-Deer's Head State Hospital	1966-1967
State Department of Health-Western Maryland State Hospital	1966-1967
State Department of Health-Mount Wilson State Hospital	1966-1967
State Department of Health-Pine Bluff State Hospital	1966-1967

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Henryton State Hospital	1966-1967
Council for Higher Education	1966-1967
Maryland House of Correction-State Use Industries	1966-1967
Maryland House of Correction-General Fund	1966-1967
Maryland House of Correction-Welfare Fund	1966-1967
Maryland House of Correction-Prisoners Fund	1966-1967
Maryland House of Correction	1966-1967
Comm. on Interracial Problems and Relations	1967
Industrial Development Financing Authority	1966-1967
State Insurance Department	1967
Judiciary	1966-1967
Department of Labor & Industry	1967
Law Department, State of Maryland	1965-1967
Military Department	1966-1967
Morgan State College	1966-1967
Morgan State College-Athletic Board	1966-1967
Department of Motor Vehicles	1967
Motor Vehicle Liability Security Fund	1966-1967
Board of Examining Moving Picture Machine Operators of Baltimore City	1965-1967
Parole & Probation, Department of	1966-1967
Patuxent Institution-General Fund	1966-1967
Patuxent Institution-Patients Fund	1966-1967
Patuxent Institution-Welfare Fund	1966-1967
Patuxent Institution	1966
Maryland Penitentiary	1966-1967
Commissioner of Personnel	1966-1967
Board of Pharmacy	1966-1967
Comm. on Physical Fitness	1967
State Board of Physical Therapy	1966-1967
State Planning Department	1966-1967
State Board of Commissioners of Practical Plumbing	1966-1967
State Board of Podiatry Examiners	1958-1967

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Potomac River Fisheries Commission	1967
Public Service Commission of Maryland	1966-1967
Real Estate Commission	1966-1967
Planning Council, Regional	1967
Comptroller of Treasury-Retail Sales Tax Division	1967
Employees Retirement System	1965-1967
Maryland State Police Pension Fund	1965-1967
State Police Retirement System of the State of Maryland	1965-1967
Teachers' Retirement System of the State of Maryland	1964-1967
Comptroller of the Treasury-Bureau of Revenue Estimates	1966-1967
Springfield State Hospital	1965
Spring Grove State Hospital	1966-1967
Maryland Tax Court	1967
Tobacco Warehouse, State	1965-1966
Commission for Uniform State Laws	1964-1967
Unsatisfied Claim & Judgement Fund Board	1967
Maryland Veterans Commission	1965-1967
State Board of Veterinary Medical Examiners	1967
Department of Water Resources	1966-1967
Workmen's Compensation Commission	1966-1967
Department of Legislative Reference	1966-1967
General Assembly of Maryland	1966-1967
Fiscal Research Bureau	1966-1967
Central Licensing Office	1964-1967
State Board of Law Examiners	1966-1967
Comptroller of the Treasury-State License Bureau	1966-1967
Standard Salary Board, State Employees	1966-1967
Register of Wills - Baltimore City	1966-1967

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Register of Wills:	
Baltimore County	1966-1967
Calvert County	1966-1967
Charles County	1966-1967
Dorchester County	1966
Frederick County	1966-1967
Harford County	1966-1967
Montgomery County	7/1/66 - 6/30/67
Talbot County	1966-1967
Washington County	1966-1967
Wicomico County	1966-1967
Worcester County	1966-1967
Clerk of Circuit Court #2 for Baltimore City	1966-1967
Baltimore City Clerk of City Court	1966-1967
Baltimore City Clerk of Superior Court	1967
Baltimore City Trust Clerk to the Supreme Bench for the Circuit Courts	12/31/66 - 1967
Clerk of Circuit Courts:	
Baltimore County	1967
Calvert County	1966-1967
Charles County	1966-1967
Frederick County	1966-1967
Harford County	1966-1967
Howard County	1967
Kent County	1967
Montgomery County	12/09/66 - 6/30/67
St. Mary's County	1966
Somerset County	1965-1966
Talbot County	1966-1967
Washington County	1966-1967
Wicomico County	1966-1967
Worcester County	1966-1967
Collector of State Taxes:	
Dorchester County	9/1/65-3/31/67
Calvert County	5/1/66-6/30/67
Baltimore City	6/1/64-1/31/66
Allegany County	9/1/64-10/31/66
Anne Arundel Co.	2/1/65-10/31/66
Garrett County	7/1/63-7/31/64
Collector of State Taxes:	
Harford County	12/1/64-2/28/66
Frederick County	7/1/64-4/30/66
Howard County	1967
Kent County	5/1/64-2/28/65
Talbot County	8/1/65-6/30/67
Howard County	6/1/64-6/30/66
Kent County	3/1/65-7/31/66
Talbot County	5/1/64-7/31/65
Carroll County	9/1/64-5/31/66
Calvert County	4/1/65-4/30/66
Cecil County	10/1/64-3/31/67
Washington County	1966-1967
Garrett County	8/1/64-7/31/66
Harford County	3/1/66-4/30/67

WORKPAPERS TO BE DESTROYED

OCTOBER 1977

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Collector of State Taxes (continued):	
Caroline County	5/1/65-2/28/67
Montgomery County	1/1/65-1/31/66
Prince George's County	10/1/64-8/31/66
Queen Anne's County	4/1/64-3/31/65
" " "	4/1/65-2/28/67
St. Mary's County	7/1/64-12/31/66
Somerset County	6/1/64-6/30/66
Washington County	9/1/64-1/31/66
University of Maryland & State Board of Agriculture, Baltimore Schools & Hospital	1966-1967
University of Maryland-Far East Division	1966-1967
University of Maryland & State Board of Agriculture, Princess Anne	1965-1967
University of Maryland & State Board of Agriculture, College Park	1966-1967
University of Maryland & State Board of Agriculture Hospital	1966-1967

RECORDS TO BE DESTROYED

OCTOBER 1977

State-owned Motor Vehicle Quarterly Cost Reports	6/30/66-12/31/70
Monthly Report of Accidents	1965-1970
Summary of Reimbursements Outstanding	11/69-12/71
Schedule of Outstanding Advances	8/68-12/71
Composition of Account-Advances from the Comptroller	4/71-12/71

*PJL
File*



Division of Audits
State Office Building
Baltimore, Md. 21201

PIERCE J. LAMBDIN, C. P. A.
LEGISLATIVE AUDITOR

December 10, 1976

Mr. Philip Schneider
Assistant Records Administrator
Hall of Records
Room 305, Treasury Building
Annapolis, Maryland

Dear Mr. Schneider:

I am enclosing a Certificate of Records Disposal. The records were destroyed and the certificate is forwarded to you in accordance with your telephone instructions to Mr. Robertson on September 29, 1976.

Very truly yours,

Pierce J. Lambdin
LEGISLATIVE AUDITOR

PJL/ah

Enclosure

GILBERT
300-20-10
LANCASTER BOND
100% COTTON FIBRE

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

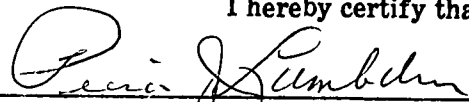
**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Department of Fiscal Services
Reporting Agency

Division of Audits
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Audit Work Papers	189	3	1963-1966	15 cu. ft.	10/76	Destroyed

I hereby certify that the above listed records were disposed of as indicated.



Signature

Legislative Auditor
Title

11/10/76

Date

WORKPAPERS TO BE DESTROYED

OCTOBER 1976

MISCELLANEOUS

W/P FOR PERIODS (F/Y's)

University of Maryland, University College,
Heidelberg & Munich 1965-1966

REGISTER OF WILLS

Allegany County	1965-1966
Anne Arundel	1965-1966
Caroline	1965-1966
Carroll	1965-1966
Cecil	1965-1966
Garrett	1965-1966
Howard	1965-1966
Kent	1965-1966
Prince George's	1965-1966
Queen Anne's	1965-1966
Saint Mary's	1965-1966
Somerset	(1965 7/1/65-4/22/66 4/23/66-6/30/66

CLERK OF CIRCUIT COURT

Allegany County	1965-1966
Anne Arundel	7/1/70-11/30/66 & FY 66
Balto. City - Criminal Court	1965-1966
- Superior Court	1966
- Common Pleas	1965-1966
- Circuit Court	1965-1966
Caroline	7/1/65-10/3/65 & FY 65
Cecil	1965-1966
Carroll	1965-1966
Dorchester	1966
Garrett	1965-1966
Howard	1965-1966
Kent	1965-1966
Montgomery	7/1/66-12/9/66
Prince George's	1965-1966
Queen Anne's	1965-1966

WORKPAPERS TO BE DESTROYED

OCTOBER 1976

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Public Improvements	1965-1966
Racing Commission	1965-1966
Regional Planning Council (2)	1966
Rosewood State Hospital	1965-1966
Saint Mary's College of Maryland	1965-1966
Salisbury State College	1966
Scholarship Board, State	1966
Secretary of State	1966
Springfield State Hospital	1966
Spring Grove State Hospital	1963-1965
Tax Court	1965-1966
Tobacco Authority	1965-1966
Towson State College (4)	1965-1966
Traffic Safety Commission	1964-1965
Training School for Boys	1965-1966
Treasurer State (4)	1965-1966
Trustees, Board of State Colleges	1965-1966
Unsatisfied Claim and Judgment Board	1966
Victor Cullen School	1964-1966
Veterinary Medical Exam.	1964-1966
Washington Metro Area Transit Commission	1966

MISCELLANEOUS

Board of Health and Mental Hygiene	1965-1966
Upper Potomac River Commission	1965-1966
Public Welfare Department	1966
University of Maryland - University College, C.P. (10 W/P)	1965-1966
University of Maryland - University College C.P. (10 W/P)	1965-1966
University of Maryland & State Board of Agric., C.P. FY 65 (1-43)	1965
FY 66 (1-45)	1966

WORKPAPERS TO BE DESTROYED

OCTOBER 1976

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Gasoline Tax Division	1965-1966
Financial Div. - Comp.	1965
General Dept. - Comp.	1965
Geology Mines and Water Resources	1965-1966
Governor	1964-1966
Health Dept. (1 & 2 of 2)	1966
Health, State Dept. of - Montebello	1964-1965
- Western Md.	1964-1965
- Deers Head	1964-1965
- Mount Wilson	1964-1965
- Pine Bluff	1964-1965
Higher Education Loan Corp.	1966
Highway Administration (1,2,3,4,5) (State Roads Comm)	1965-1966
Home Improvement Commission	1965-1966
Income Tax Division (3 w/p)	1964-1966
Insurance Dept.	1965-1966
Labor and Industry	1965-1966
Library, State	1966
Medical Examiners Bd.	1965-1966
Mental Hygiene - Headquarters	1965-1966
- Reimbursement Dic.	1965-1966
Montrose School for Girls	1965-1966
Motor Vehicles	1966
Natural Resources	1965-1966
Nurses Board of Examiners	1965-1966
Optometry Board of Examiners	1965-1966
Osteopathic Examiners	1965-1966
Personnel Commissioner	1965
Physical Fitness Commission	1965-1966
Planning Department	1965
Practical Plumbing Commission	1965
Post Mortem Examiners	1965-1966
Potomac River Fisheries Commission	1966
Psychologists, Board of Exam.	1965-1966
Public Accounting, Board of Examiners	1965-1966

WORKPAPERS TO BE DESTROYED

OCTOBER 1976

<u>AGENCY</u>	<u>W/P FOR PERIODS (F/Y's)</u>
Architects, State Board of Examiners & Reg. of	1965-1966
Aviation Commission, State	1965-1966
Buildings & Grounds, Super. of	1964-1965
Board of Public Works	1964-1966
Boys Village	1965-1966
Bowie State College	1966
Budget and Procurement	1966
Building Savings and loan Association	1965-1966
Central Payroll	1964-1966
Chesapeake Bay Affairs	1965-1966
Children's Center, Maryland	1965-1966
Chiropractic Examiners	1965-1966
Civil Defense Agency	1965-1966
Clifton T. Perkins	1965-1966
Coppen State College	1966
Correct. Instit. - Hagerstown, Welfare Fund, Gen. Funds, Prisoners Fund, State Use, Industries	1966
Crownsville State Hospital	1966
Data Processing Division (cot)	1965-1966
Eastern Shore State Hospital	1966
Economic Division	1965-1966
Education, Department of Aid to Education	1965-1966
Vocational Rehabilitation	1965-1966
Headquarters	1965-1966
Engineer and Land Surveyors, Board of Registration	1965-1966
Fair Board, Maryland State	1966
Fire Prevention Commission and Fire Marshall	1965-1966
Forests and Parks	1966
Frostburg State College	1966