

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.13

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

RECORDS MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
87W963	COM - INVOICES	965	1	FY 86	1	10/89	RECYCLED

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

RECORDS CENTER MANAGER

Title

10/31/89

Date

DGS 550-2

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 10.13		ACCESSION NO. 87W963	DATE REC'D 5-5-87
b) AGENCY DEPT. OF GENERAL SERVICES		LOCATION - RANGE 2954 SECTION(S) 1316	NO. OF CU. FT. 1
c) DIVISION/UNIT RECORDS MANAGEMENT DIVISION			
d) MAILING ADDRESS 7275 WATERLOO ROAD JESSUP, MD 20794		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL MR. WILLIAM TAYLOR	PHONE NO. 799-1729	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1.	COM - INVOICES - FY 86	SCH. #965 ITEM #1 JULY 1989 Disposal 9/30/89 PL

USE PLAIN LINED PAPER FOR CONTINUATION PAGES)

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.11

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

PURCHASING BUREAU

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
85W584	PURCHASE ORDERS, DATA COPIES, UNSCHEDULED REQUISITIONS	251	6,9,11		110	10/89	RECYCLED

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

Signature

RECORDS CENTER MANAGER

Title

10/31/89

Date

DGS 550-2

E RECORDS TRANSMITTAL AND RECEIPT

10-11

To Be Completed At State Records Center

Accession No.

85W584

Date Records Received

3-18-85

1. FROM: (Name and Division of Transferring Agency)
Department of General Services
Purchasing Bureau

Signature

Title

2. Address of Agency:
301 W. Preston Street
Room M-2

3. TO: STATE RECORDS CENTER

110 cu. ft.

4. Agency Official (Signature)

A. D. ...

5. Building & Room No.

Bldg. #1 - Room M-2

6. Telephone No.

383-6251

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No)

R-18
S-
25-28

4-100 to 4-200
4-201 to 4-204
4-205 to 4-208
4-209

Purchase Orders
Data Copies
Unscheduled Requisitions
Trade Ins - Pbs's - MD Register - Exempt Reports

Sch. #251
Item # 6941
July 1989

Disposal:
8/4/89
JPC

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
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10.10

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

PRINTING & PUBLICATION

Division or Bureau

PREPARE IN DUPLICATE

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No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
87W47	PURCHASE ORDERS	943	1	7/83 - 6/84	30	10/89	RECYCLED

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


 Signature

RECORDS CENTER MANAGER
 Title

10/31/89
 Date

DGS 550-2

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.04.01.04 10.10		ACCESSION NO. 87W47	DATE REC'D 7-23-86
b) AGENCY Dept. of General Services		LOCATION - RANGE 4	NO. OF CU. FT. 30
c) DIVISION/UNIT Printing and Publication		SECTION(S) 29	RECORDS CENTER MANAGER
d) MAILING ADDRESS Room M-8, State Office Bldg., 301 W. Preston St., Baltimore, Md. 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 225-4426	
2. BOX NUMBERS 1-30	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Purchase Orders July 1, 1983 through June 30, 1984	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) <i>July</i> Dispose, 1989 943 Item 1 <u>Disposal:</u> 7-14-89 <i>[Signature]</i>	

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DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
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10.09

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

PLANT MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
84W307	SEMINAR FILES	913	11	1979-80	1	10/89	RECYCLED

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


 Signature

RECORDS CENTER MANAGER

Title

10/31/89

Date

DGS 550-2

RECORDS TRANSMITTAL

AND RECEIPT

E

10.09

Complete at State Records Center

Accession No.

Date Received

84W307*

1-4-84

1. **From:** (Name, Division, Address or Agency)
Department of General Services
Plant Management Division

Signature

Title

2. **Building and Room**
301 W. Preston St.
Rm. 1302

3. **Phone**
383-3345

4. **To:** State Records Center

5. **Signature:** (Agency Official)

Donald E. Schaefer

6. **No. of Cu.Ft.**

1 ~~1/2~~ cu. ft.

7. **Records Location (Center)**

8. **Box Numbers**

9. **Description of Records With Inclusive Dates**

10. **Disposal Authority (Schedule and Item No.)**

R-37
S-5

1

Seminar Files 1979 - 1980

913 11 Destroy 7/89

Disposal:
8/31/89
JK

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.02

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. GENERAL SERVICES

Reporting Agency

FISCAL SERVICES - AOC TG.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
88W115	TRANSMITTALS	7777	18	7/85-6/86	12	10/89	RECYCLED

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


 Signature

RECORDS CENTER MANAGER

Title

10/31/89

Date

DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 798-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 28.00.00 <i>10.02</i>	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">88W115</div>	DATE REC'D <div style="font-size: 2em; font-family: cursive;">8-14-87</div>
b) AGENCY Department of General Services	LOCATION - RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">123 33-34</div>	
c) DIVISION/UNIT Division of Fiscal Services-accounting		
d) MAILING ADDRESS 301 W. Preston Street Room 1402 Baltimore, Md. 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL PHONE NO. Dennis Flynn, Chief, Division of Fiscal Services	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Transmittals - 6001 - D6025T - 7/1/85 to 6/30/86	777 - Item #18 - 6/30/86
2	Transmittals - 6026 - D6058T - 7/1/85 to 6/30/86	<i>July 1989</i> "
3	Transmittals - 6059 - D6091T - " "	" "
4	Transmittals - D6092T - D6122T " "	" "
5	Transmittals - D6123T - D6153T " "	" "
6	Transmittals - D6154 - D6190T " "	" "
7	Transmittals - D6191T - D6214T " "	" "
8	Transmittals - D6215 - D6243T " "	" "
9	Transmittals - D6244 - D6274T " "	" "
10	Transmittals - D6275 - D6307T " "	" "
11	Transmittals - D6308T - D6337T " "	" "
12	Transmittals - D6338T - D6357T " "	" "

6/19/84
 [Signature]
 Disposal

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R-123
S-33-34

Bottom packed wrong.

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 P.O. Box 275
 Jessup, Maryland 20794-0275

10.01

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

OFFICE OF THE SECRETARY

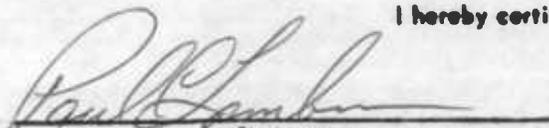
Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Schd. No.	Item No.				
76B62	BOARD OF PUBLIC WORKS MINUTES OF MEETINGS	843-6	4	1970-75	8	10/89	RECYCLED
	* OFFERED TO THE ARCHIVES DECLINED - ALREADY HAS COPIES!						

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


 Signature

RECORDS CENTER MANAGER

Title

10/31/89

Date

DGS 550-2

AND RECEIPT

CBE

10.01

Accession No.

76B62

Date Received

March 18, 1976



1. From: (Name, Division, Address or Agency)

Department of General Services
Office of the Secretary
301 West Preston St. Baltimore, Md. 21201

Signature

Title

Record Management Technician

2. Building and Room

3. Phone

State Office Bldg.
Room 1401

383-3960

4. To: State Records Center

Baltimore

5. Signature: (Agency Official)

George R. Lewis Secretary

6. No. of Cu.Ft.

8 cu. ft.

4 NR

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

~~Range 21~~

~~1~~

Agendas, Board of Public Works Meetings
3/1/70 thru 5/26/72

1/1/77

~~Section 5~~

~~2~~

Agendas, Board of Public Works Meetings
7/5/72 thru 10/3/73

1/1/77

R38

~~3~~

Agendas, Board of Public Works Meetings
11/5/73 thru 12/18/74

1/1/77

S33

~~4~~

Fiscal Year Capital Budget Books 1973 thru 1976

1/1/77

~~5~~

Board of Public Works - Minutes of Meetings
May 14, 1973 thru December 5, 1973

(Including Transcripts)

1/1/79

~~6~~

Board of Public Works - Minutes of Meetings
January 2, 1974 thru June 12, 1974

(Including Transcripts)

1/1/79

~~7~~

Board of Public Works - Minutes of Meetings
July 3, 1974 thru December 18, 1974

(Including Transcripts)

1/1/79

~~8~~

Board of Public Works - Minutes of Meetings
January 2, 1975 thru May 21, 1975

(Including Transcripts)

1/1/79

~~All boxes except~~
~~843-6/4~~
Jan 1986

~~Disposal:~~
8/31/89
SPS

(Use Plain Unlined Paper For Continuation Pages)

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
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C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.04.01

DEPT. OF GENERAL SERVICES

Reporting Agency

CONSTRUCTION DIV.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
79B55	BOARD PUBLIC WORKS MINUTES	777	3	1966-73	2	01/89	RECYCLED

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

04/04/89


Signature

Records Center Mgr.
Title

Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 10.04.01		ACCESSION NO. 79B55	DATE REC'D 12-1-78
b) AGENCY DEPT. OF GENERAL SERVICES		LOCATION - RANGE 108 SECTION(S) 22	
c) DIVISION/UNIT CONSTRUCTION DIV.			
d) MAILING ADDRESS 301 W. PRESTON ST.- RM. #1402 BALTIMORE, MD 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL FLORINE BRAXTON		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
283	BOARD OF PUBLIC WORKS MINUTES A. HEUBECK 1/14/66 to 12/17/68	SCH. #777 ITEM #3 JAN. 1989	
285	BOARD OF PUBLIC WORKS MINUTES A. HEUBECK 1/28/69 to 12/5/73	Disposal 2/11/89 <i>RLV</i>	

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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
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JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.06

DEPT. OF GENERAL SERVICES

Reporting Agency

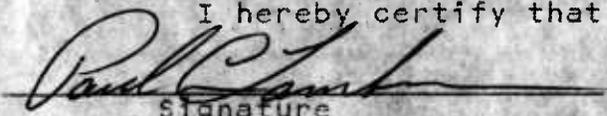
INVENTORY MANAGEMENT DIV.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
85W245	FORFEITURE OF VEHICLES	879A	4	1977-80	1	01/89	RECYCLED

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

04/04/89


Signature

Records Center Mgr.
Title

Date

RECORDS TRANSMITTAL AND RECEIPT

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 10.06</p>	<p>ACCESSION NO. 85W245</p>	<p>DATE REC'D 10-18-84</p>
<p>b) AGENCY DEPT. OF GENERAL SERVICES</p>	<p>LOCATION - RANGE SECTION(S) 38 24</p>	
<p>c) DIVISION/UNIT INVENTORY MANAGEMENT DIVISION</p>	<p>NO. OF CU. FT. 1</p>	
<p>d) MAILING ADDRESS 301 W. Preston St. Room #1303-H Baltimore, MD 21202</p>	<p>RECORDS CENTER MANAGER</p>	
<p>e) AGENCY OFFICIAL Teresa M. Fisher</p>	<p>PHONE NO. 383-7422</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
<p>2. BOX NUMBERS 1.</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Box No. 1 Red - Forfeiture of Vehicles, before and after Disposition (1977-80)</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) Sch. #879-A Item #24 Jan. 1986 1989 Disposal: 1-31-89 JPP</p>

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DEPARTMENT OF GENERAL SERVICES
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C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.08

DEPT. OF GENERAL SERVICES

Reporting Agency

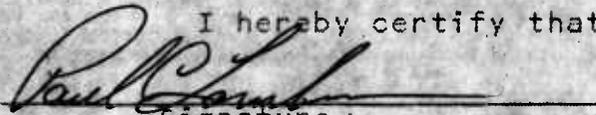
PERSONNEL DIV.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
89W375	CLEARANCE	843-3	1	1986	2	01/89	RECYCLED
87W649	CLEARANCE, CUT-OFF	843-3	1,2	1985	2		

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

04/04/89


Signature

Records Center Mgr.
Title

Date

-E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.001		10.08	ACCESSION NO. 89W375	DATE REC'D 10-14-88
b) AGENCY General Services				
c) DIVISION/UNIT Personnel Division		LOCATION - RANGE 18	SECTION(S) 33	NO. OF CU. FT. 2
d) MAILING ADDRESS Room 1212 301 West Preston Street Baltimore, Maryland 21201		RECORDS CENTER MANAGER		
e) AGENCY OFFICIAL Louis V. LaRicci <i>LvR/pc</i>		PHONE NO. 225-7985	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1 & 2	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Clearance Files 1986		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) Schedule 843-3 December 1988 Item 1 Disposal: 1-14-89 GPK	

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 28.01.01.001	10.08	ACCESSION NO. 87W649	DATE REC'D 2-20-87
b) AGENCY Department of General Services		NO. OF CU. FT. 2	
c) DIVISION/UNIT Personnel			
d) MAILING ADDRESS Room 1212 301 West Preston Street Baltimore, Maryland 21201		LOCATION - RANGE 10	SECTION(S) 3
e) AGENCY OFFICIAL Louis V. LaRicci Personnel Administrator		PHONE NO. 225-4985	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Personnel Cut-Off Files A-Z (1985)	843-3 Item 2 January 1989
2	Personnel Clearance Files (1985)	Item 1 July 1988

Disposal
1/14/89
Rez

RECEIVED

DEC 10 1986

RECORDS MANAGEMENT
DIVISION

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.12

DEPT. OF GENERAL SERVICES

Reporting Agency

TELECOMMUNICATIONS

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
86W584	CENTREX	859	2	1985	6	01/89	RECYCLED

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

04/04/89


Signature

Records Center Mgr.
Title

Date

CORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1 28.04.01.03	ACCESSION NO 10.12 / 86W584	DATE REC'D 4-17-86
b) AGENCY Department of General Services	LOCATION RANGE: 24 54 SECTION(S): 24 NO OF CU. FT.: 6	
c) DIVISION/UNIT Telecommunications		
d) MAILING ADDRESS 301 W. Preston Street Room 1304 Baltimore, MD 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL G. H. Wharry	PHONE NO 225-4204	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
86/32	Salisbury Centrex (1/85 - 4/85) (Reconciliation & Sum.)	Jan. 1989 859-2
86/33	Baltimore and Annapolis Centrex (1/85 - 4/85)	859-2
86/34	Hagerstown Centrex (1/85 - 6/85)	859-2
86/35	Downtown Centrex (2/85 - 5/85) & Cumberland Centrex (1/85 - 6/85)	859-2
86/36	Cumberland Centrex (6/85 - 10/85) (Customer Service Record) & Hagerstown Centrex (10/84) (Customer Service Record)	859-2
86/37	Salisbury Centrex (5/85 - 10/85) (Customer Service Record) & TELPAK CSR (7/85 - 8/85)	859-2

Disposal
2/4/89
JCC

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.13.01

DEPT. OF GENERAL SERVICES

Reporting Agency

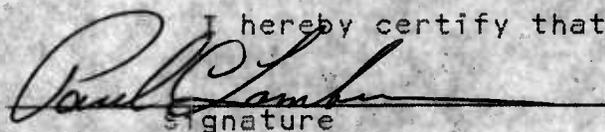
RECORDS MANAGEMENT DIV.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87M106	MICROFICHE -DBFP-CCU			1980-86	1	1/89	RECYCLED
88M22	MICROFICHE DOT-MVA			1987	1		

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04/04/89


Signature

Records Center Mgr.
Title

Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 10.13.01</p>	<p>ACCESSION NO. 87M106</p>	<p>DATE REC'D 3-17-87</p>
<p>b) AGENCY Central Collection Unit</p>		
<p>c) DIVISION/UNIT</p>	<p>LOCATION - RANGE 5429 SECTION(S) 339</p>	<p>NO. OF CU. FT. 1</p>
<p>d) MAILING ADDRESS 301 W. Preston St Rm 1503.</p>	<p>RECORDS CENTER MANAGER</p>	
<p>e) AGENCY OFFICIAL Dr. Wenzel</p>	<p>PHONE NO.</p>	<p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
<p>2. BOX NUMBERS</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)</p>
<p>1 Box.</p>	<p>C.C.U. 1980 to 1986</p>	<p>2 year Jan. 1989 Disposal 2/4/89 RW</p>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 10.13.01		ACCESSION NO. 88M22	DATE REC'D 2-2-88
b) AGENCY DOT/FDC MVA		LOCATION - RANGE 54 SECTION(S) 34	NO. OF CU. FT. 1
c) DIVISION/UNIT		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 6601 Ritchie Hwy Rm104 Glen Burnie, MD 21062		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL Ron Schomo		PHONE NO.	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Microfiche Jan. 1987 - Dec. 1987 DOT Application, Renewal Tags & License Register Microfiche - #63 Drafts Citation	1 years. Jan. 1989 Disposal 2/4/89 PEZ	

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.01

DEPT. OF GENERAL SERVICES

Reporting Agency

OFFICE SECRETARY

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
79B54	GEN. CORRES. PAYROLL	843-6	1-3	1965-77	11	11/88	RECYCLED

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


Signature

Records Center Mgr.
Title

11/02/88

11/02/88
Date

RECORDS TRANSMITTAL AND RECEIPT

To Be Completed At State Records Center ✓

C.B.E.

10.01

Accession No.

79B54

Date Records Received

1. FROM: (Name and Division of Transferring Agency)

*Dept of Gen Services
Officers*

Signature

Title

2. Address of Agency:

3. TO: STATE RECORDS CENTER

11 ft.

4. Agency Official (Signature)

5. Building & Room No.

6. Telephone No.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No)

R 108

S 23

307-317

*307
308
309
310
311*

General Correspondence

Payroll

Agendas 1/14/66 - 6/20/67

Agendas 7/20/67 - 12/17/68

Gen Corr 1/1/65 - 12/30/75

*Gen Corr (Fund Acquisition)
4/1/72 - 12/31/76*

312

*Gen Corr Executive Dept
6/1/68 - 3/31/72*

313

*Gen Corr (Executive Dept)
4/1/72 - 12/31/77*

314

*Legislative Corr 4/68/75
12/31/76*

315

*Mat Testing Reports - Electrical
Certificates, Mat Electrical
Testing Co. 1/1/65 - 3/1/76*

316

Personnel Corr 5/1/74 to 3/1/76

317

*13 658 Central Laboratory Bldg.
1/54 to 8/70
10362 - 10372*

843-6

items 1-3

Jan. 1988

7/88

intentional

*Disposal:
10-15-88*

GPLC

(Use Plain Unlined Paper For Continuation Sheets)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 798-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.00.00 <i>10.02</i>	ACCESSION NO. <i>87W818</i>	DATE REC'D <i>4-8-87</i>
b) AGENCY Department of General Services	LOCATION - RANGE SECTION(S) <i>3043 124</i>	
c) DIVISION/UNIT Division of Fiscal Services-accounting		
d) MAILING ADDRESS 301 W. Preston Street Room 1402 Baltimore, Md. 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL PHONE NO. Basil Lambros 225-4230 Chief, Division of Fiscal Services	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 2 3 4 5 6 7 8 9 10 11 12 13 14	Budget Transmittals # 1-#25 " " # 26-#55 " " # 56-#85 " " # 86-#110 " " # 111-#135 " " # 136-#160 " " # 161-#185 " " # 186-#215 " " # 216-#240 " " # 241-#260 " " # 261-#285 " " # 286-#315 " " # 316-#340 " " # 341-#365	777 - Item # 18 6/88 <i>July 1988</i>
15	1985 MFOM'S	777 - Item # 2 6/88
16 <i>817</i>	1984 Correspondence - A to Morgan " " - Nat. to Z	777 - Item # 4 6/88
18 <i>819</i>	1985 Correspondence - A to Nat. Resources " " - M to Z	777 - Item # 4 6/88
		<i>Disposal</i>

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9-26-88
9867

RECORDS TRANSMITTAL

E.

AND RECEIPT

10.11

Complete at State Records Center

Accession No.

Date Received

85W61*

7-30-84

1. From: (Name, Division, Address or Agency)

Department of General Services
Purchasing Bureau

Signature

Title

2. Building and Room

301 W. Preston St.
M-2

3. Phone

383-6251
222-6251

4. To: State Records Center

5. Signature: (Agency Official)

Ab. [Signature]

6. No. of Cu.Ft.

140

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-114
S-
26-30

3-001
to
3-140

PO's - FY 1983
Unscheduled Requisitions
Data Copies

Schedule 43251
Item 6,9411

July ~~1986~~
1988

Disposed
10/19/88
[Signature]

(Use Plain Unlined Paper For Continuation Pages)

10.06

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

INVENTORY MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
87W8	STARS, EXCESS PROPERTY	879	142		6	9/88	RECYCLED

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


Signature

RECORDS CENTER MANAGER
Title

9/8/88
Date

DGS 550-2

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.04.01.05 <i>10.06</i>		ACCESSION NO. <i>87W8</i>	DATE REC'D <i>7-9-86</i>
b) AGENCY Department of General Services			
c) DIVISION/UNIT Inventory Management Division		LOCATION RANGE <i>10</i>	SECTION(S) <i>4</i>
d) MAILING ADDRESS 301 W. Preston Street, room 1303 Baltimore, Maryland 21201		NO. OF CU. FT. <i>6</i>	
e) AGENCY OFFICIAL William T. Robel		PHONE NO. 225-4256	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
82/1	Stars 175	<i>Sch. #879</i>
83/12	Items under \$100.00	1988 <i>Items #1-2</i>
83/23	Items under \$100.00	1988
83/34	Excess Property Declarations	1988 <i>July</i>
83/45	Same as above, cont.	1988
83/56	Same as above, cont.	1988
		<i>Disposal:</i> <i>8-27-88</i> <i>gpc</i>

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10.02

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

FISCAL SERVICES

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
86W359	TRANSMITTALS	777	8	1969 - 78	11	9/88	RECYCLED

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


Signature

RECORDS CENTER MANAGER
Title

9/8/88
Date

DGS 550-2

EA

AND RECEIPT

10.02

Accession No.

86W359

Date Received

12-3-85

1. From: (Name, Division, Address or Agency)
 Department of General Services
 Division of Fiscal Services-accounting

2. Building and Room
 301 W. Preston St.
 Room 1402

3. Phone
 225-4230

5. Signature: (Agency Official)
 Basil Lambros
 Chief, Division of Fiscal Services

Signature

Title

4. To: State Records Center

6. No. of Cu.Ft.
 11

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-15 S-21	1	O.R.L.L. 1969 - Transmittals	777- Item #8 7/88 Disposal: 9-2-88 gpc
	2	B.P.W.- CA 1971 Transmittals B.P.W.- CA 1978 Transmittals G.C.L. 1971 - Transmittals G.C.L. 1972 - Transmittals	
	3	G.C.L. 1973 - Transmittals	
	4	G.C.L. 1974 - Transmittals G.C.L. 1975 - Transmittals	
	5	G.C.L. 1975 - Transmittals	
	6	G.C.L. 1975 - Transmittals	
	7	G.C.L. 1976 - Transmittals	
	8	G.C.L. 1977 - Transmittals	
	9	G.C.L. 1977 - Transmittals USF Constellation Loan of 1978 G.C.L. 1978 - Transmittals	
	10	G.C.L. 1978 - Transmittals	
	11	G.C.L. 1978 - Transmittals State Treasurer's Fire Loss 24.02.00.0000.044.77 Folders 17,18,19	

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DEPARTMENT OF GENERAL SERVICES
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 P.O. Box 275
 Jessup, Maryland 20794-0275

10.01

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

OFFICE OF THE SECRETARY

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
86W19	FOLIO FILES DESK/DAY TIMER JWK DIARY & JMM CORRESPONDENCE PROCUREMENT & TELECOMMUNICATIONS MATERIAL	843-6	8	1979-83	5	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANAGER
 Title

9/8/88
 Date

DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.01	ACCESSION NO. 10.01 86W19	DATE REC'D 7-17-85
b) AGENCY Department of General Services		
c) DIVISION/UNIT Office of the Secretary	LOCATION - RANGE 6	SECTION(S) 27
d) MAILING ADDRESS 301 W. Preston Street Baltimore, Maryland 21201	NO. OF CU. FT. 5	
e) AGENCY OFFICIAL Mr. Jerome W. Klasmeyer Deputy Secretary	PHONE NO. 383-3956 225-4956	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 2 3 4 5	Folio Files Desk/Day Timer (1979-1981) JWK Diary and JMM Correspondence (1981) " " " " (1982) JWK Diary and JMM/EFS Correspondence (1983) Procurement and Telecommunications Material (1981-1982)	Sch. # 843-6 Item # 8 July 1988 Disposal: 8-27-88 gpc

10.13

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

RECORDS MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
87W961	COM-INVOICES SOURCE DOCUMENT INVOICES	965	1	FY81, 83 FY81, 8	6	3/88	RECYCLED

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


Signature

RECORDS CENTER MANAGER
Title

4/26/88
Date

DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 10.13	ACCESSION NO. 87W961	DATE REC'D 5-5-87
b) AGENCY DEPT. OF GENERAL SERVICES		
c) DIVISION/UNIT RECORDS MANAGEMENT DIVISION	LOCATION - RANGE 2954	SECTION(S) 13
d) MAILING ADDRESS 7275 WATERLOO ROAD JESSUP, MD 20794	NO. OF CU. FT. 6	
e) AGENCY OFFICIAL MR. WILLIAM TAYLOR	PHONE NO. 799-1729	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1. 2. 3. 4. 5. 6.	COM - INVOICES- FY83 COM - INVOICES- FY83 SOURCE DOCUMENT INVOICES- FY83 COM - INVOICES_ FY81 COM - INVOICES _FY81 SOURCE DOCUMENT INVOICES- FY81	SCH. #965 ITEM #1 JAN. 1988
<div style="font-size: 2em; font-family: cursive;">Disposac</div> <div style="font-size: 1.5em; font-family: cursive;">3-21-88</div> <div style="font-size: 1.5em; font-family: cursive;">R.P.</div>		

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DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.02

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

FISCAL SERVICES/ ACCTG.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
85W256	TRANSMITTALS	777	8	1969-78	17	3/88	RECYCLED

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


 Signature

RECORDS CENTER MANAGER

Title

4/26/88

Date

DGS 550-2

RECORDS TRANSMITTAL
AND RECEIPT

F 10.02

Accession No.

85W256

Date Received

10-18-84 ✓

1. From: (Name, Division, Address or Agency)
Department of General Services
Division of Fiscal Services-accounting

Signature
Title

2. Building and Room
301 W. Preston St.
Room 1402

3. Phone
383-3940

4. To: State Records Center

5. Signature: (Agency Official)
Basil Lambros
Basil Lambros
Chief, Division of Fiscal Services

6. No. of Cu. Ft.
17

7. Records Location (Center)

8. Box Numbers

9. Description of Records with inclusive dates

10. Disposal Authority (Schedule and Item No.)

R-40
S-25

1
2
3
4
5
6
7
8

B.P.W.-CA 1971 - Transmittals
B.P.W.-CA 1978 - Transmittals

B.P.W.-CA 1978 - Transmittals
7-79.28.01.03 - "Hurricane Agnes"

07.24.02.00.04 - State Treasurer's Self Insurance Fund- (Fire Loss)-Folders 13 thru 16 -Transmittals

Md. Residential Manpowder Training Center - Folders 1 & 2- Transmittals
79.28.01.0000.003 Transmittals
79.28.01.0000.004 "
79.28.01.0000.005 (2) "
79.28.01.0000.006 "

7-79.30.02.04 - Folders 7 thru 9 Transmittals
G.C.L. 1968 - Transmittals
G.C.L. 1969 - "
G.C.L. 1970 - "

G.C.L. 1971 - Transmittals
G.C.L. 1971 - Transmittals
G.C.L. 1972 - Transmittals
G.C.L. 1972 - Transmittals

777-Item #8
~~987~~ 1188

" " " " " " " " "

" " " " " " " " "

Disposal:
3-8-88
JMS

" " " " " " " " "

" " " " " " " " "

" " " " " " " " "

" " " " " " " " "

Continuation Page

7. Records Location (Center)	8. Box Numbers	9. Description of Records with inclusive dates	10. Disposal Authority (Schedule and Item No.)
	9	G.C.L. 1972 - Transmittals G.C.L. 1973 - Transmittals	777-Item #8 9/87
	10	G.C.L. 1973 - Transmittals	" " " " " " " "
	11	School Street & State Circle Loan 1974 - Transmittals G.C.L. 1974 - Transmittals	" " " " " " " "
	12	G.C.L. 1974 - Transmittals	" " " " " " " "
	13	G.C.L. 1975 - Transmittals	" " " " " " " "
	14	G.C.L. 1975 - Transmittals G.C.L. 1976 - Transmittals	" " " " " " " "
	15	G.C.L. 1977 - Transmittals	" " " " " " " "
	16	G.C.L. 1977 - Transmittals	" " " " " " " "
	17	O.R.L.L. 1969 - Transmittals	" " " " " " " "

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

10.02

DEPT. OF GENERAL SERVICES

Reporting Agency

Accession No.

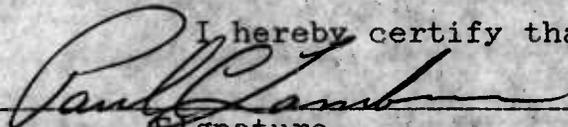
ACCOUNTING DEPT.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
80B35	CORRESPONDENCE	777	15	1975-77	6	2/88	RECYCLED

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

02/16/88


Signature

Records Center Mgr.
Title

Date

RECORDS TRANSMITTAL

AND RECEIPT

10.02

Accession No.

Date Received

80 B 35

5-6-80 ✓

1. From: (Name, Division, Address or Agency)

Department of General Services
Accounting Department
301 W. Preston St. Balto., Md. 21201

Signature

Title

Paul Lombason

2. Building and Room

SOB #1
Room 1402

3. Phone

383-3943 or 3953

4. To: State Records Center

5. Signature: (Agency Official)

6. No. of Cu.Ft.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

*R/8
54
R32
57*

1
2
3
4
5
6

Correspondence - 1975
Correspondence - 1975
Correspondence - 1976
Correspondence - 1976
Correspondence - 1977
Correspondence - 1977

*777/15
Jan. 1988*

*Disposal
1-28-88 R.P.H.*

RECEIVED
DEPT. OF GENERAL SERVICES
PROPERTY MANAGEMENT

SEP 4 1980

AM PM
7 8 9 10 11 12 1 2 3 4 5 6

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226-231

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
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JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.08

DEPT. OF GENERAL SERVICES

Reporting Agency

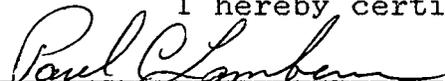
Accession No.

PERSONNEL

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
86W89	PERSONNEL CUT-OFF FILE	843-3	2	7/83-7/84	3	1/88	RECYCLED
87W7	CLEARANCE FILE	843-3	1		2		

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


Signature

Records Center Mgr.
Title

01/26/88

Date

EA

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.01 <i>10.08</i>		ACCESSION NO. <i>86W89</i>	DATE REC'D <i>8-20-85</i>
b) AGENCY Department of General Services		LOCATION - RANGE <i>120</i> SECTION(S) <i>9</i>	NO. OF CU. FT. <i>3</i>
c) DIVISION/UNIT Personnel			
d) MAILING ADDRESS Room 1212 301 West Preston Street Baltimore, MD 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Louis V. LaRicci Personnel Administrator		PHONE NO. 225-4987	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Personnel Cut-off File - H - Z/Clearance File (1984)	843 - 3
2	Personnel Cut-off File A - M - 7/1/83 - 7/1/84	Item 2
3	Personnel Cut-off File M - Z - 7/1/83 - 7/1/84	January 1988
<p><i>DISPOSAL</i></p> <p><i>1-25-88</i></p> <p><i>R.J.</i></p> <p><i>3</i></p>		

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.01 10.08		ACCESSION NO. 87W7	DATE REC'D 7-9-86
b) AGENCY Department of General Services		LOCATION - RANGE 18 SECTION(S) 9 NO. OF CU. FT. 2	
c) DIVISION/UNIT Personnel Division		RECORDS CENTER MANAGER	
d) MAILING ADDRESS Room 1212 301 W. Preston St. Baltimore, Maryland. 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL Louis V. LaRicci Personnel Administrator		PHONE NO. 225-4985	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
4	Clearance File	Schedule No. 843-3 January 1988 <i>Item #1</i>	
5	Clearance File	January 1988 <div style="text-align: center; font-size: 1.5em;"> <u>Disposal.</u> 1-13-88 GPT </div>	

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (Rte> 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

10.12

DEPT. OF GENERAL SERVICES

Reporting Agency Accession No.

TELECOMMUNICATIONS

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
86W236	CENTREX SYSTEM	859	2	12/84	8	1/88	RECYCLED

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


Signature

Records Center Mgr.
Title

01/26/88

Date

EA

CORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28-04-01-03 10. 12		ACCESSION NO. 86W236	DATE REC'D 10-2-85
b) AGENCY Department of General Services			
c) DIVISION/UNIT Telecommunications		LOCATION - RANGE 109	SECTION(S) 33
d) MAILING ADDRESS 301 W. Preston Street Room 1304 Baltimore, MD 21201		NO. OF CU. FT. 8	
e) AGENCY OFFICIAL G. H. Wharry		PHONE NO. 225-4204	RECORDS CENTER MANAGER
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
86/24	Hagerstown Centrex 12/84	859-2
86/25	Hagerstown Centrex 12/84	859-2
86/26	Hagerstown Centrex 12/84	859-2
86/27	Cumberland Centrex 12/84	859-2
86/28	Cumberland and Salisbury Centrex 12/84	859-2
86/29	Salisbury Centrex 12/84	859-2
86/30	Baltimore and Downtown Centrex 12/84	859-2
86/31	Annapolis and Baltimore Centrex 12/84	859-2

Jan/88

Disposal

1-12-88

R.H.

10.13

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

RECORDS MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
87W962	COM - INVOICES	965	1	FY 85	1	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANAGER

Title

9/16/88

Date

DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 10.13	ACCESSION NO. 87W962	DATE REC'D 5-5-87
b) AGENCY DEPT. OF GENERAL SERVICES	LOCATION - RANGE SECTION(S) 29 54 134	
c) DIVISION/UNIT RECORDS MANAGEMENT DIVISION		
d) MAILING ADDRESS 7275 WATERLOO ROAD JESSUP, MD 20794	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL MR. WILLIAM TAYLOR	PHONE NO. 799-1729	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS 1.	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES COM- INVOICES FY 1985	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) SCH. #965 ITEM #1 JULY 1988 <i>Disposal:</i> <i>9-2-88</i> <i>9A7</i>

USE UNLINED PAPER FOR CONTINUATION PAGES

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10:12

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

TELECOMMUNICATIONS DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
85W255	TELPARK INVOICES	859	4	7/81 - 7/82	1	9/88	RECYCLED
86W104	CENTREX - AIR, TELPAK	859	2	9/84 - 6/85	6	"	"

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



Signature

RECORDS CENTER MANAGER

Title

9/16/88

Date

DGS 550-2

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE -799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.04.01.03		10.12		ACCESSION NO.	DATE REC'D
b) AGENCY Department of General Services				85W255	10-18-84
c) DIVISION/UNIT Telecommunications Division		LOCATION - RANGE	SECTION(S)	NO. OF CU. FT.	
d) MAILING ADDRESS 301 West Preston Street Room 1304 Baltimore, MD 21201		14	21	1	
e) AGENCY OFFICIAL <i>William H. Niemeyer II</i> William H. Niemeyer II		PHONE NO. 383-7225		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	<u>TELPAK INVOICES</u> Billing Date: 7/29/81 - 7/28/82	July 1988 859-4 <i>Disposal:</i> 9-2-88 JAZ

EA

CORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.04.01.03		ACCESSION NO. <i>10.12</i> <i>86W104</i>	DATE REC'D <i>8-23-85</i>
b) AGENCY Department of General Services		LOCATION - RANGE <i>20</i>	SECTION(S) <i>5</i>
c) DIVISION/UNIT Telecommunication			
d) MAILING ADDRESS 301 W. Preston Street Room 1304 Baltimore, MD 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL G. H. Wharry	PHONE NO. 225-4204	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
86/16	Centrex - AIR - Baltimore Billing Date 9/4 - 10/4 - 11/84	<i>July 1988</i> 859-2
86/17	Centrex - AIR - Salisbury Billing Date 1/84 - 3/85	859-2
86/18	Centrex - AIR - Cumberland Billing Date 11/83 - 12/84	859-2
86/19	Centrex - AIR - Baltimore Billing Date 1/85 - 3/85 Centrex - AIR - Cumberland Billing Date 1/85	859-2
86/20	Telpak Billing Date 3/84 - 3/85	859-2
86/21	Telpak Billing Date 3/85 - 6/85	859-2

Disposal:
9-3-88
gpc

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.10

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

PRINTING & PUBLICATION

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
86W46	PURCHASE ORDERS	943	1	FY 83	30	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANAGER

Title

9/16/88

Date

DGS 550-2

EA

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.04.01.04 <i>10.10</i>		ACCESSION NO. <i>86W46</i>	DATE REC'D <i>8-1-85</i>
b) AGENCY Dept. of General Services		RECORDS CENTER MANAGER	
c) DIVISION/UNIT Div. of Printing & Publication		LOCATION - RANGE <i>2</i>	SECTION(S) <i>16</i>
d) MAILING ADDRESS 301 W. Preston St.-Room M-8 State Office Bldg., Balto., Md. 21201		NO. OF CU. FT. <i>30</i>	
e) AGENCY OFFICIAL William E. Culen	PHONE NO. 225-4426	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-30	Purchase Orders for FY 1983	Sch.#943 Item #1 <i>July 1988</i>
<i>7-30-88</i> <i>CE</i>		

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.09

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. GENERAL SERVICES

Reporting Agency

PLANT MANAGEMENT DIV.

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
84W310	AGENCY & ENERGY CORRES., GENERAL ADMINISTRATION FILES	913	4,5,9	1979-81	9	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANAGER
 Title

9/16/88
 Date

DGS 550-2

E

RECORDS TRANSMITTAL

AND RECEIPT

10.09

Complete at State Records Center

Accession No.

Date Received

84W310^X

1-4-84

Signature

Title

1. From: (Name, Division, Address or Agency)

Department of General Services
Plant Management Division

2. Building and Room

301 W. Preston St.
Room 1302

3. Phone

383-3345

4. To: State Records Center

5. Signature: (Agency Official)

Donald E. Schaefer

6. No. of Cu.Ft.

9 ~~4~~ cu. ft.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-37
S-5

2	Agency Correspondence 1979 - 1981	913 4 Destroy 7/88
3	Energy Correspondence 1979 - 1981	913 5 Destroy 7/88
4	General Administrative Files 1980 - 1981	913 9 Destroy 7/88
5	General Administrative Files 1980 - 1981	913 9 Destroy 7/88
8	Agency Correspondence 1980 - 1981	913 4 Destroy 7/88
13	Energy Correspondence 1980 - 1981	913 5 Destroy 7/88
14	Energy Correspondence 1980 - 1981	913 5 Destroy 7/88
15	Energy Correspondence 1980 - 1981	913 5 Destroy 7/88
16	Energy Correspondence 1980 - 1981	913 5 Destroy 7/88

Disposal
9-10-88
JAG

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

10.08

CERTIFICATE OF RECORDS DISPOSAL

DEPT. OF GENERAL SERVICES

Reporting Agency

PERSONNEL

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
87W6	CUT-OFF PERSONNEL FILES	843-3	2	7/84-7/85	3	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANGER
 Title

9/16/88
 Date

DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.01 10.08	ACCESSION NO. 87W6	DATE REC'D 7-9-86
b) AGENCY Department of General Services		
c) DIVISION/UNIT Personnel Division	LOCATION - RANGE 13	SECTION(S) 28
d) MAILING ADDRESS Room 1212 301 W. Preston St. Baltimore, Maryland. 21201	NO. OF CU. FT. 3	
e) AGENCY OFFICIAL Louis V. LaRicci Personnel Administrator	PHONE NO. 225-4985	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Cut-Off Personnel Files A-G 7/84- 7/85	Schedule No. 843-3 July 1988 <i>Item #2</i>
2	Cut-Off Personnel Files H-P 7/84- 7/85	July 1988
3	Cut-Off Personnel Files P-Z 7/84- 7/85	July 1988

Disposal:
9-2-88
JPL

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 STATE RECORDS MANAGEMENT CENTER
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 P.O. Box 275
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10.01

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

DEPT. OF GENERAL SERVICES

Reporting Agency

OFFICE OF THE SECRETARY

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
78B194	CORRES., LETTERS, CAPITAL BUDGET OPERATING BUDGET , MISC.	843-6	1	1960-78 MIXED	4	9/88	RECYCLED

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


 Signature

RECORDS CENTER MANGER

Title

9/16/88

Date

DGS 550-2

RECORDS TRANSMITTAL

CIB E

AND RECEIPT

10.01

Accession No.

Date Received

78B194

4/13/78

X

1. From: (Name, Division, Address or Agency)
Department of General Services
Office of the Secretary

Signature

Title

Service Specialist I

2. Building and Room
301 W. Preston St.
Baltimore, Md.

3. Phone
383-3960

4. To: State Records Center

5. Signature: (Agency Official)

J. Max Millstone

J. Max Millstone, Secretary

6. No. of Cu.Ft.

4 Boxes 6-9 per

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

6

Bicentennial Commission 1974-75-76
Cabinet Meetings 1974-75-76
Committee on Taxation & Fiscal Matters, Use of State Owned Vehicles - 1970
Capital Budget - 1975
Capital Budget, 1975 Interim Report of Joint Subcommittee
Budget & Fiscal Planning, 1974
Joint Subcommittee on Capital Budget 1974
Operating Budget 1976
Operating Budget 1977
Operating Budget 1978
Capital Budget--1975-1976
Capital Budget--1977
Capital Budget Visits, 1976-1977
Miscellaneous Letters 1960-1971

~~Permanent~~

*843-6/1
June 1988*

7/88

Disposal:

9-10-88

JPC

7

Annapolis Public Bldgs & Grounds-1975
Anne Arundel County (DPW) Capital Project Control System-1975
Badger, Wm., Correspondence, 1970-1975
Baltimore Public Bldgs & Grounds, 1974-1975
Fleet Review & Management Board-1975
Food Service-State Buildings, 1975-1976
Governor's Operating Economy Survey - 1971
Dept General Services, draft bills, 1970-1975
Horn's Point Property, 1971-1974
Personnel Correspondence, 1973-1975

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RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

78B194

4/13/78

1. **From:** (Name, Division, Address or Agency)

Department of General Services
Office of the Secretary

Signature

Title

2. **Building and Room**
301 W. Preston St.
Room 1401

3. **Phone**
383-3960

4. **To:** State Records Center

5. **Signature:** (Agency Official)

J. Max Millstone
J. Max Millstone, Secretary

6. **No. of Cu.Ft.**

7. **Records Location (Center)**

8. **Box Numbers**

9. **Description of Records With Inclusive Dates**

10. **Disposal Authority (Schedule and Item No.)**

R B

S 3

8

Employment & Social Services, Sept/Oct 1970
Dept of Economic & Community Development-1972
Commission in Structure & Governance of Education - 1975
Effect of Debt on Financial Condition of State/
Proposed Federal Fire Training Hdqtrs Md. 1975
Gen. Assbly-Jt. Budget & Fiscal Audit, 1970
General Assembly Session, 1972-1971
Dept of Health & Mental Hygiene-1965
Health Dept, Central Laboratory, 1965-1967
Dept Housing & Urban Development, 1960-1970
Identification Cards, State Employees 1971
Inter-Office Memos, 1969-1976
Island Study (State of Md) 1966
Dept of Labor & Industry, Gen Corresp. 1970-1975
Land Acquisition 1969-1971
Land Acquisition 1975
Leasing, 1975
Data Production Survey, 1970

3/5/76

9

Md Wholesale Food Center Authority, 1975
Md Wholesale Food Center Authority Mtgs. 1976
Gen. Services Directors' Mtg. Williamsburg, Va 11/6/75
NAPSCO (Nat'l Assoc of State Purchasing Of. 1975
Nat'l Conf. States Bldg Codes & Standards 1975
Natural Resources Bldg (Equipping of Cafeteria 1970
Old Court of Appeals Bldg, Annapolis (Demolished) 1972
Gen. Corresp Plans & Specs Section 1972-1976
Board of Public Works 1974-1976
Board of Public Works (Notices of Mtgs)1969-1974
Personnel Corresp. 1969-1972
Purchasing Bureau 1970-1974

Permanent

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RECORDS TRANSMITTAL

Complete at State Records Center

AND RECEIPT

Accession No.

78B194

Date Received

4/13/78

1. From: (Name, Division, Address or Agency)

Department of General Services
Office of the Secretary

Signature

Title

2. Building and Room
301 W. Preston St.
Room 1401

3. Phone
383-3960

4. To: State Records Center

5. Signature: (Agency Official)

J. Max Millstone
J. Max Millstone, Secretary

6. No. of Cu.Ft.

7. Records Location
(Center)

8. Box Numbers

9. Description of Records
With Inclusive Dates

10. Disposal Authority
(Schedule and Item No.)

R B

S 3

9 (continued)

Refuse Collection Charge to State Facilities
in Baltimore County 1968
Hall of Records Expansion 1974
Hall of Records Committee mtg. Aug. 12, 1975
Hall of Records Committee mtg. Oct. 26, 1976

10

St. Mary's River Watershed 1974
Seminars, Budget - 1974
State House Trust - 1974
State of Md Acreage Departmental, 1963-1964
Seton Institute Complex - 1972
State Office Building - 1966-1967
Corresp. from Washington Liaison Office 1974-1975
Payment of Water & Sewer Charges to Political
Subdivisions - 1972-73
World Trade Center (Sept. 1970)
Leasing - 1976
Ocean City Conference on Workmen's
Compensation (May 1975)
Gov. Mandel's Austerity Program, May 6, 1975
Land Acquisition - 1976
Monthly Activity Reports - 1976
Legislative Office Space - 1965
Legislative Services Center - 1974
Purchasing Bureau (Awards for Dictating Equip)--
1972-1975
St. Mary's City Commission-Construction of
the DOVE -- 1977
Peach Bottom Site - 1974

~~Permanent~~

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RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

78B194

4/13/78

Signature

Title

1. From: (Name, Division, Address or Agency)

Department of General Services
Office of the Secretary

2. Building and Room
301 W. Preston St.
Room 1401

3. Phone
383-3960

4. To: State Records Center

5. Signature: (Agency Official)

J. Max Millstone
J. Max Millstone, Secretary

6. No. of Cu.Ft.

7. Records Location
(Center)

8. Box Numbers

9. Description of Records
With Inclusive Dates

10. Disposal Authority
(Schedule and Item No.)

R B

11

Klasmeier, J., Gen Corresp -Sept 1975-Dec 1976
Maryland Register - 1977
Anne Arundel County Electrical Permit
Inquiry 1957-1965
Abandon Mine Drainage Control Act(Gen Corr) 1970
City of Annapolis, Approp. Fire, Sewage 1960-1975
Public School Construction - 1976
Selection Procedures for A/E Public School
Construction Projects - 1976
Management Audit, Public Sch. Constr. 1976
IAC Meetings, January thru December 1976

Permanent

S 3

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