

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

14.04

DEPT. HUMAN RESOURCES

FISCAL SERVICES/AIMS
DIVISION

NO.	Description of Records	Sched	Item No.	Dates of Records Disposal of	Volume	Dates of Disposal	Method of Disposal
87W499	FOOD STAMP RUNS	1023-6	32		37	1/91	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

03/26/91
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, ANNAPOLIS, MD. 21404 (TELEPHONE - 706-1276)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

33.05.00		14.04	RECESSION NO.	DATE REC'D
Department of Human Resources			87W499	12-18-86
Fiscal Services/AIMS Fiscal Unit			LOCATION - RANGE 154 28	NO. OF CL. FT. 36 37
1123 N. Eutaw Street Baltimore, Md. 21201			SECTION 12	
Aaron Moore		383-4143	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

1. BOX NUMBERS	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	3. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)
1 thru 36 1 thru 37	FOOD STAMP RUNS Counties City Status change ATP P.R Card Indexes, S461, S551, S417, S550 and Control Listing	Sch. # 1023-6 Item # 32 Jan. 1991 Disposal 6/1/91 PW

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

14.04

DEPT. HUMAN RESOURCES

AIMS FISCAL UNIT
DIVISION

NO.	Description of Records	Sched	Item No.	Dates of Records Disposal of	Volume	Dates of Disposal	Method of Disposal
88W103	ARP, TEST MATERIAL	1023-6	32	1985-86	2	1/91	RECYCLED
87W512	REPORTS	1023-6	5	1981	3		
87W504	PUBLIC ASSIST RUNS	1023-6	32	6/86-7/86	16		
87W895	PA & CHILD SUPPORT CAN. CHECKS	1023-6	32	1986	88		
87W886	FOOD STAMP RUN	1023-6	32		34		
88W945	PA & CSE CAN. CHECKS	1023-6	32		64		


Signature

RECORDS CENTER MANAGER
Title

03/26/91
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 763-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1 AGENCY CODE <p style="text-align: center;">14.01</p>	<div style="font-size: 2em; font-weight: bold; text-align: center; margin-bottom: 10px;">14.04</div> AGENCY DEPT. OF HUMAN RESOURCES	ACCESSION NO. <p style="font-size: 2em; font-weight: bold; text-align: center;">88W103</p>	DATE REC'D <p style="font-size: 2em; font-weight: bold; text-align: center;">8-14-87</p>
2) DIVISION/UNIT <p style="text-align: center;">OFF. OF ADM./AIMS FISCAL UNIT</p>	3) MAILING ADDRESS <p style="text-align: center;">1123 N. EUTAW St. Rm 601</p>	LOCATION - RANGE <p style="font-size: 2em; font-weight: bold; text-align: center;">4</p> SECTIONS <p style="font-size: 2em; font-weight: bold; text-align: center;">28</p>	NO. OF CU. FT. <p style="text-align: center;">2</p>
4) AGENCY OFFICIAL <p style="text-align: center;">Aaron Von Moore</p>	PHONE NO. <p style="text-align: center;">333-0378</p>	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <p style="text-align: center;">1 thru 2</p>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <p style="text-align: center;">0500 Problem 2-85 5031 Test Material 2-85 - 7-86 ARP - Md. Nat'l Bank 2-85 - 9-85</p>	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) <p style="text-align: center;">1023/6 32 12/87 <i>Jan. 1991</i> <u>Disposal</u> <i>2-9-91</i> <i>GPS</i></p>	

F

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

14.04

Accession No.

87W512

Date Received

12-18-86

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

Department of Human Resources
1100 N. Eutaw Street
Baltimore, Maryland 21201

Signature

Title

2. Building and Room

1100 N. Eutaw
Room 607

3. Phone

333-0399

4. To: State Records Center

5. Signature: (Agency Official)

Ted Martin

6. No. of Cu.Ft.

3

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-6
S-28

1-3

Reports (Budget, Evaluation, Special Studies, Data Analysis, etc.)
1981

1023-6.
Item 5
January
1991

Disposal
2/9/91
oe2

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSEL, MD. 20794 (TELEPHONE • 766-1276)

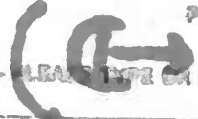
DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 33.05.00 14.04		ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">87W504</div>		DATE REC'D <div style="font-size: 2em; font-family: cursive;">12-18-86</div>
2. AGENCY Department of Human Resources		LOCATION - RANGE <div style="font-size: 2em; font-family: cursive;">7</div>		SECTIONS <div style="font-size: 2em; font-family: cursive;">32-33</div>
3. DIVISION/UNIT Fiscal Services/AIMS Fiscal Unit		NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">16</div>		
4. MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL Aaron Moore		PHONE NO. 383-4143		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 thru 16	Public Assistance Runs for County and City from 6/30/86 to 7/31/86	1023/6 #32 8/90 <div style="font-size: 1.5em; font-family: cursive;">Jan. 1991</div> <div style="font-size: 1.5em; font-family: cursive;">Disposal:</div> <div style="font-size: 1.5em; font-family: cursive;">2-9-91</div> <div style="font-size: 1.5em; font-family: cursive;">GPL</div>		

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, ANNEAP, MD. 20704 (TELEPHONE - 703-2870)



DIRECTIONS - LEAVE SPACE ON FRONT CLEARLY ALL ENTRIES

1. AGENCY CODE 33305 14.04		ACCESSION NO. 87W895	DATE RECD 4-24-87
2. AGENCY Department of Human Resources		LOCATION - RANGE 32	SECTIONS 1-2
3. DIVISION/UNIT Off. of Adm./AIMS Fiscal Unit		NO. OF CU. FT. 88	
4. MAILING ADDRESS 1123 N. Eutaw Street Suite 601		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL Aaron Von Moore	PHONE NO. 333-0378	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 thru 88	PUBLIC ASSISTANCE & CHILD SUPPORT CANCELLED CHECKS 1/86 thru 12/86	1023/6 #32 12/90 Jan. 1991 Disposal: 1-10-91 JPS

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

87-W-895

R32

S1-~~2~~

Boxes - 1-three-88*
x

~~(34 Empty spaces on; S-2 + four-3* (D))~~

125 Empties

R-32

S-1-3

*D. Be
Sent*
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.05 14.04		ACCESSION NO. 87W886	DATE REC'D 4-24-87
b) AGENCY DHR		LOCATION - RANGE 32	SECTIONS 2-3
c) DIVISION/UNIT DHR/AIMS FISCAL UNIT			
d) MAILING ADDRESS 1123 N. Etuaw St. Rm 601 Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0378	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS 1 thru 34	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES FOOD STAMP RUNS	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) 1023/6 #32 1/91	
		<u>Disposal:</u> 1-4-91 gpl	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 575, JERSEY, MD. 26704 (TELEPHONE - 703-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 14.02.04		ACCESSION NO. 88W945	DATE RECD 3-18-88
2. AGENCY Dept. of Human Resources		LOCATION - RANGE: 13 SECTIONS: 24-25 NO OF CU FT. 64	
3. DIVISION/UNIT Off. of Adm./AIMS Fiscal Unit			
4. MAILING ADDRESS 311 W. Saratoga St. 9th Flr.		RECORD CENTER MANAGER	
5. AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0568	
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 thru 64	PA & CSE CANCELLED CHECKS	1023/6 32 11/90 1/91 <u>Disposal:</u> 1-14-91 GRS	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

R-13

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S-24-25

3-17-88

9957

31 Empty Spaces

R-13

S-25-26

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

14.05

DEPT. HUMAN RESOURCES

INCOME MAINTENANCE ADMIN.
DIVISION

NO.	Description of Records	Sched	Item No.	Dates of Records Disposal of	Volume	Dates of Disposal	Method of Disposal
88W246	COMPLETE CITY, COUNTY CASES	1023-7	26	1984-85	6	1/91	RECYCLED
88W272	MA ACTIVE REVIEW FOLDERS	1023-7	63,56	4/84-9/84	24		
88W1324	IRS RPTS	1023-7A	31,29	1983-84	4		


Signature

RECORDS CENTER MANAGER
Title

03/26/91
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 33.09.00.05		ACCESSION NO. 88W246		DATE REC'D 9-29-87	
2. AGENCY Income Maintenance Administration		LOCATION - RANGE 33		SECTION(S) 11	
3. DIVISION/UNIT Division of Special Investigations		NO. OF CU. FT. 6		RECORDS CENTER MANAGER	
4. MAILING ADDRESS Metro Plaza Mondawmin Mall Suite 110 Balto., Md. 21215		5. AGENCY OFFICIAL Mr. John Murray		PHONE NO. 333-0760	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Completed City Cases 1984-5 #30-1951-30-2079	12/90
2	Completed City Cases 1984-5 #30-1815-30-1950	1023-7
3	Completed County Cases 1984-5 #09-1321-16-1399 #19-1707-03-1738	item 26
4	Completed City Cases 1984-5 #30-2092-30-2223	Jan. 1991
5	Completed City Cases 1984-5 #30-2224-30-2343	
6	Completed County Cases 1984-5 #18-1742-16-1900	

Disposal
2/9/91
OZK

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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. 33.09.00		ACCESSION NO. 88W272		DATE REC'D 10-9-87
b) AGENCY Department of Human Resources Income Maintenance Division		LOCATION - RANGE 7		SECTION(S) 1
c) DIVISION/UNIT Division of Quality Control		RECORDS CENTER MANAGER		NO. OF CU. FT. 24
d) MAILING ADDRESS Metro Plaza - Suite 110 Liberty Heights & Reisterstown Road Baltimore, Maryland 21215				
e) AGENCY OFFICIAL Michael Blum	PHONE NO. (301) 333-0889	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- 19	<p><u>MA ACTIVE REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered) April, 1984 - September, 1984</p> <p>Box 1 Medical Assistance Negatives Selection Printouts 4/84 - 9/84</p> <p>Box 2 MA Negatives 4/84 - 9/84 256's</p> <p>Box 3 1985 MA Negatives - 256A's and Sample Selection Printouts</p> <p>Box 4 9/84 - 12/84 MA Negatives Sample Selection Documents</p> <p>Box 5 1981-1984 Tracking Logs - ALL QC Programs</p> <p>Box 6 AFDC County Check Copies 3/85</p> <p>Box 7 10/84 AFDC Check Copies/Printouts</p> <p>Box 8 10/84 AFDC Check Copies</p> <p>Box 9 1984 Active & negative GPA Sample Selection Documents</p> <p>Box 10 1984 GPA Check Copies</p> <p>Box 11 1985 AFDC Negatives Sample Selection</p> <p>Box 12 1985 AFDC Negatives Sample Selection</p> <p>Box 13 AFDC Counties 3/84 - Check Copies</p> <p>Box 14 AFDC Check Copies 2/85 & Printouts</p> <p>Box 15 1/85 AFDC Check Copies</p> <p>Box 16 3/85 AFDC Check Copies</p> <p>Box 17 1984-1985 FS Sample Selection</p> <p>Box 18 MA Active Folders 10/84-3/85 800001-800050</p> <p>Box 19 MA Active Folders 10/84 - 3/85 800051-800100</p>	<p>1023-7 Item 63 Item 56 2/88 Jan. 1991.</p> <p><u>Disposal:</u> 2-9-91 GFS</p>

88W272

R-7

S-1

24 Boxes

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. 1405		ACCESSION NO. 88W/324	DATE REC'D 6-2-88
b) AGENCY DEPT. OF HUMAN RESOURCES CHILD SUPPORT ENFORCEMENT ADMIN.		LOCATION - RANGE 14 SECTION(S) 7	NO. OF CU. FT. 4
c) DIVISION/UNIT CENTRAL OPERATIONS-TAX INTERCEPT UNIT			
d) MAILING ADDRESS 311 W. SARATOGA STREET BALTIMORE, MD 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL THERESA BOSEMAN	PHONE NO. 333-0640	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.	1983 - IRS REPORTS	Sch. #1023-7A ITEM #31
10.	1984 - 4S/ A & 4S/N Report STATE COLLECTIONS	SCH. #1023-7A ITEM #29
12.	1982 4S/A REPORT STATE COLLECTIONS 1984 IRS REPORT, MARCH, APRIL, AND MAY REPORT 5 1985 PROCESSING YEAR	SCH. #1023-7A ITEM #29 ITEM #31
15.	1984 4SN IRS REPORT STATE COLLECTIONS 1985 4F REPORT FEDERAL COLLECTIONS	SCH. #1023-7A ITEM #31 ITEM #29
		JAN. 1991 Disposal 2/16/94 OCC

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

14.03

DEPT. HUMAN RESOURCES

COMMUNITY SERVICES ADMIN.
DIVISION

NO.	Description of Records	Dates of Records		Dates of Disposal	Method of Disposal		
		Sched	Item No.				
87W118	FINANCIAL RECORDS	1023-5	9,13	FY 85	17	10/90	RECYCLED
87W120	CORRES.-FINANCE	1023-5	9,13,20	FY 84	21		


Signature

RECORDS CENTER MANAGER
Title

11/16/90
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 33.03.01.1210.01	ACCESSION NO. 87W118	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources	LOCATION - RANGE 143.3# 8-97	
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program		
d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201	NO. OF CU. FT. 17	
e) AGENCY OFFICIAL Sherryl Gray	PHONE NO. (301) 383-2500	
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	Financial Records	
2	FY 85 Supplemental Heating Fund Batch Transmittals	1023-5 13 7/90
3	" " " " " "	" " "
4	" " " " " "	" " "
5	Baltimore City	" " "
6	Cecil County	" " "
7	Baltimore County, Cecil, Frederick, Harford Cos	" " "
8	" " " " " "	" " "
9	Client Change Forms	" " "
10	Vendor Delivery Statements	" " "
11	" " " " " "	" " "
12	Contracts	" " "
13	Landlord Agreements	" " "
14	Financial Records	1023-5 9 7/90
15	MEAP Case Files - Printout	1023-5 13 7/90
16	" " " " " "	" " "
17	MEAP Vendor Delivery Statements	" " "
	Error Corrections	" " "
	MEAP Error Listings	" " "

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.03.01.1210.01		ACCESSION NO. 87W120	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources			
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program		LOCATION - RANGE 143 31	SECTIONS 16 75
d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201		NO. OF CU. FT. 21	
e) AGENCY OFFICIAL Sherryl D. Gray		PHONE NO. (301) 383-2500	
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>Correspondence</u> FY 84 Correspondence-Administrative Files "A - C"	1023-5	20	6/89
2	" " " " " " "D - I"	"	20	"
3	" " " " " " "L - N"	"	20	file 1989
4	" " " " " " "O - P"	"	20	"
5	" " " " " " "P - Pr"	"	20	"
6	" " " " " " "Pu - Z"	"	20	"
7	<u>Financial Records</u> -LAA Administrative Files	"	20	7/90
8	" Client Survey, Client Sample, Error Listings	"	20	"
9	" Client Summaries	"	13	"
10	" Data Processing Reports, Personal Profiles, Batch Control, Edit Summary	"	13	"
11	<u>Contracts</u> Master Vendor List, Vendor Delivery Statement, Emergency Cases, Misc. Reports	"	9	"
12	<u>Financial Records</u> MEAP Client Summary	"	13	"
13	<u>Contracts</u> Personal Service Contracts	"	9	"
14 & 15	<u>Financial Records</u> Vendor Delivery Statements	"	13	"
16	" " " " " " -B G & E	"	13	"
17	" Client Change Forms, Under/Overpayments, Landlords	"	13	"
18	" Emergency Cases-Computer Printouts	"	13	"
19	" Regular Cases-Computer Printouts, Error Listings	"	13	"
20	" Emergency Cases-Computer Printouts, Error Listings	"	13	"
21	<u>Correspondence</u> Correspondence-Administrative Files (misc.)	"	20	"

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

14.04

DEPT. HUMAN RESOURCES

AIMS FISCAL UNIT
DIVISION

NO.	Description of Records	Dates of Records		Volume	Dates of Disposal	Method of Disposal	
		Sched	Item No.				
87W126	CANCELLED CHECKS	1023-6	31	6/85	47	10/90	RECYCLED
87W885	PA RUNS	1023-6	32	12/86	14		


Signature

RECORDS CENTER MANAGER
Title

11/16/90
Date

E

RECORDS TRANSMITTAL

AND RECEIPT

14.04

Complete at State Records Center

Accession No.

Date Received

87W126

8-25-86

1. From: (Name, Division, Address or Agency)
Department of Human Resources
AIMS Fiscal Unit
1123 N. Eutaw Street - Suite

Signature

Title

2. Building and Room
AFU 601

3. Phone
383-4143

4. To: State Records Center
Waterloo

5. Signature: (Agency Official)
Aaron Von Moore
Aaron Von Moore

6. No. of Cu.Ft.
47 Cu. Ft. PAGE 1

R-31

S-10

R-143

S-11-12

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
		CANCELLED CHECKS (PA) June 1985	1023-6 #31
	1	1147547-1150907	
	2	1152642 6/85 1142323 - 1147546 6/85	75/90
	3	1136986 - 1142322 6/85	
	4	1131696 - 1136985 6/85	
	5	480798 - 1131695 6/85	
	6	1178167 - 1184579 6/85	
	7	1168388 - 1178166 6/85	
	8	1163188 - 1168386 6/85	
	9	1157814 - 1163187 6/85	
	10	1152643 - 1157813 6/85	
	11	76016 - 192498 PA Cancelled Cks. 6/85 CSE (Rejects)	
	12	1020 - 76015 PA Cancelled Cks. 6/85 CSE (Rejects)	
	13	1180860 - 1196175 (Rejects) 6/85 33924 - 192480 (Rejects) PA 6/85	
	14	1191407 - 1193018 (Rejects) PA 6/85 966684 - 1180855 (Half) PA 6/85	
	15	1184581 - 1191406 6/85	

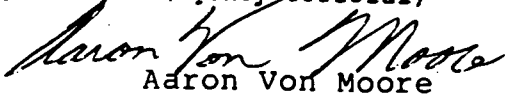
Disposal
10/31/91
PBR

(Use Plain Unlined Paper For Continuation Pages)

AND RECEIPT

1. From: (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite

2. Building and Room 3. Phone
 AFU 601 383-4143

5. Signature: (Agency Official)

 Aaron Von Moore

Accession No. Date Received

Signature

Title

4. To: State Records Center
 Waterloo

6. No. of Cu.Ft.
 47 cu. ft. PAGE 2

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
		PA CANCELLED CHECKS July 1985	1023-6 #31
	16	1220200 - 1225299 7/85	
	17	1214900 - 1220199 7/85	
	18	1209796 - 1214899 7/85	6/90
	19	1204570 - 1209795 7/85	
	20	1199182 - 1204569 7/85	
	21	481081 - 1199181 7/85	
	22	1225300 - 1230602 7/85	
	23	1253885 - 1269455 7/85 (2nd Half Rejects)	
	24 <i>MISSING</i>	471413 - 1253883 7/85 2nd Half	
	25 <i>MISSING</i>	1253464 - 1260052 (Rejects) 7/85	
	26	471413 - 1253883 2nd Half 7/85	
	27	1253464 - 1260052 (Rejects) 7/85	
	28	1247035 - 1253463 7/85	
	29	1240418 - 1247034 7/85	
	30	1235480 - 1240417 7/85	
	31	1230603 - 1235479 7/85	
		PA CANCELLED CHECKS AUGUST 1985	
	32	97807 - 107359 8/85	1023-6 #31
	33	1329831 - 1343382 8/85 CSE 30871 -97805	6/90
	34	1025 - 1329827 2nd Half 8/85	
	35	1334604 - 1367570 (Rejects)	
	36	1327866 - 1334603 8/85	

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

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

Department of Human Resources
AIMS Fiscal Unit
1123 N. Eutaw Street - Suite

Signature

Title

2. Building and Room

3. Phone

AFU

601

383-4143

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

Aaron Von Moore
Aaron Von Moore

6. No. of Cu.Ft.

47 Cu. Ft. PAGE 3

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

PA CANCELLED CHECKS - AUGUST 1985

1023-6

#31

6/90

37	1322167 - 1327865	8/85
38	1316808 - 1322166	8/85
39	1311402 - 1316807	8/85
40	1305961 - 1311401	8/85
41	1300536 - 1305960	8/85
42	30965 - 107357 CSE Cancelled Cks. 8/85 2nd Half (Rejects)	
43	1295261 - 1300535	8/85
44	1289841 - 1295260	8/85
45	1284465 - 1289840	8/85
46	1279097 - 1284464	8/85
47	1023 - 1279096	8/85

(Use Plain Unlined Paper For Continuation Pages)

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R-31

LS-10

Boxes - 1 FRNK 47

 *
{ Boxes; 24, 25, Ake }
Missing *

to be sent E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE -33-05 14.04		ACCESSION NO. 87W885	DATE RECD 4-24-87
2. AGENCY DHR		LOCATION - RANGE 39	SECTION# 5
3. DIVISION / UNIT AIMS FISCAL UNIT		NO. OF CU. FT. 14	
4. MAILING ADDRESS 1123 N. Eutaw Street Rm. 601 Baltimore, Md. 21201		RECORDS CENTER MANAGER R-153-5-13	
5. AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0378	
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 thru 14	PA RUNS - 12/86 AFDC Counties, City S055 GPA Counties, City S056 OTO S050 S066, S057, S0834	1023/6 #32 3/90 July 1990 Disposal 10/6/90 AK

USE PLAIN 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

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

14.03

DEPT. HUMAN RESOURCES

Reporting Agency

COMMUNITY SERVICES-MD ENERGY ASSIST.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87W898	CORRESP., FINANCIAL	1023-5	13,20,23	FY 85	25	7/90	RECYCLED
87W890	CONTRACTS, CORRESP.	1023-5	9,20,23	FY 84	3		
87W119	CONTRACTS	1023-5	9,13,20	FY 83	15		
87W116	MGMT. RECORDS-APPS.	1023-5	11	10/83-9/84	38		
87W121	FINANCIAL RECORDS	1023-5	9,11,13	FY 81-82	8		
87W117	MGMT. RECORDS -APPS	1023-5	11	FY 85	32		
87W896	CONTRACTS, FINANCE	1023-5	24,25,31	FY 82-85	7		


signature

RECORDS CENTER MANAGER
Title

09/20/90
Date DGS 550-2

Box #	Description of Records	S / I# / DD
	<u>Correspondence</u>	
16	FY '85 local agency correspondence	1023-5 - 20 - 7/89
	<u>Contracts</u>	
17	FY '85 Local Agency Admin. & Benefit Contracts	" 9 "
18	Local Agency Personal Service Contracts - '85	" 9 "
19	Local Agency Landlord Agreements - FY '85	" 9 "
20	FY 1985/86 Vendor Contracts - "A - C"	" " "
21	" " " " - "C - F"	" " "
22	" " " " - "G - K"	" " "
23	" " " " - "K - R"	" " "
24	" " " " - "R - T"	" " "
25	" " " " - "T - Y"	" " "

87W898

R33

S19

25 Boxes

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 788-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.03.01.1210.01 14. ⁰³		ACCESSION NO. 87W890		DATE REC'D 4-24-87	
b) AGENCY Department of Human Resources		LOCATION - RANGE 33		SECTIONS 19	
c) DIVISION / UNIT Community Services Administration Maryland Energy Assistance Program		NO. OF CU. FT. 3		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 1123 N. Eutaw Street Suite 521 Baltimore, Maryland 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e) AGENCY OFFICIAL Sherryl D. Gray		PHONE NO. (301)333-0063			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	<u>Contracts</u> Local agency Admin. and Benefit Contracts - FY '84	1023-5	9	7/89	7/90
2	<u>Correspondence</u> FY '84 Local agency correspondence	"	20	"	"
3	<u>State Level Hearings</u> FY '84 Hearings	"	23	"	"

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not

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 788-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 33.03.01.1210.01 --- 14.03		ACCESSION NO. 87W119	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources		LOCATION RANGE 54 29 SECTIONS 336-7 NO. OF CU. FT. 15	
c) DIVISION / UNIT Community Services Administration Maryland Energy Assistance Program			
d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sherryl D. Gray PHONE NO (301) 383-2500		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>Contracts</u>			
2	FY. 83 MEAP Vendor Contracts A - C	1023-5	9	6/88
3	" " " " C - O	"	9	"
4	" " " " P - S	"	9	July 1988
5	<u>Financial Record's</u> " S - Z	"	9	7/89
6	" IRS Files	"	13	"
7	" Benefit Check Register	"	13	"
8	" Vendor Lists, Personal Profile Reports, Error Listing	"	13	"
9	" Client Listing (Regular & Emergency)	"	13	7/90
10	<u>Correspondence</u> Program Files	"	20	"
11	" Program Files	"	20	"
12	" Correspondence-Administrative Files A - Bu	"	20	"
13	" " " " C - H	"	20	"
14	<u>Financial Reco'rds</u> " " I - P	"	20	"
15	" Allocation Request, Miscellaneous	"	13	"
	<u>Contracts</u> LAA Contracts	"	9	"

Disposal 7/90 NCB

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. 33.03.01.1210.01 - - 1408	ACCESSION NO. 87W116	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program	LOCATION - RANGE 27 SECTION(S) 6	NO. OF CU. FT. 38
d) MAILING ADDRESS 1123 N. Eutaw Street Suite 521 Baltimore, Maryland 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sherryl D. Gray (301)383-2500	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	Management Records - Oct. 1983 to Sept. 1984 Applications - Allegany County	1023-5 July 1, 1990
2	Management Records - Oct. 1983 - Sept. 1984 Applications - Allegany Co.	" "
3	Management Records - Oct. 1983 - Sept. 1984 Applications - Allegany and Anne Arundel Co.	" "
4	Management Records - Oct. 1983 - Sept. 1984 Applications - Anne Arundel and Baltimore Co.	" "
5	Management Records - Oct. 1983 - Sept. 1984 Applications - Baltimore Co.	" "
6	Management Records - Oct. 1983 - Sept. 1984 Applications - Baltimore, Carroll & Caroline Co.	" "
7	Management Records - Oct. 1983 - Sept. 1984 Applications - Dorchester & Cecil Co.	" "
8	Management Records - Oct. 1983 - Sept. 1984 Applications - Garrett, Frederick, Dorchester Co.	" "
9	Management Records - Oct. 1983 - Sept. 1984 Applications - Harford, Garrett Co.	" "
10	Management Records - Oct. 1983 - Sept. 1984 Applications - Montgomery, Kent, Howard, Harford Co.	" "
11	Management Records - Oct. 1983 - Sept. 1984 Applications - Montgomery, Prince George's Co.	" "
12	Management Records - Oct. 1983 - Sept. 1984 Applications - Queen Anne, Prince George's Co.	" "

Disposal 7/12/1990
[Signature]

Item # 11 for all

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 700-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.03.01.1210.01 ---	ACCESSION NO.	DATE REC'D
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program	LOCATION - RANGE	SECTION(S) NO. OF CU. FT.
d) MAILING ADDRESS 1123 N. Eutaw Street Suite 521 Baltimore, Maryland 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sherryl D. Gray	PHONE NO. (301)383-2500	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)
13	Management Records - Oct. 1983 - Sept. 1984 Applications - Shore Up!, Inc.	1023-5 July 1, 1990
14	Management Records - Oct. 1983 - Sept. 1984 Applications - So. Maryland Tri-County, Shore Up	" "
15	Management Records - Oct. 1983 - Sept. 1984 Applications - So. Md. Tri-County, Talbot Co.	" "
16	Management Records - Oct. 1983 - Sept. 1984 Applications - Washington Co.	" "
17 thru 29	Management Records - Oct. 1983 - Sept. 1984 Applications - Baltimore City	" "
30 thru 34	Management Records - Oct. 1983 - Sept. 1984 Emergency Applications - Baltimore City	" "
35	Management Records - Oct. 1983 - Sept. 1984 Emergency Applications - Anne Arundel, Allegany	" "
36	Management Records - Oct. 1983 - Sept. 1984 Emergency Applications - Baltimore, Caroline Carroll, Cecil, Dorchester, Frederick, Garrett and Harford Counties	" "
37	Management REcords - Oct. 1983 - Sept. 1984 Emergency Applications - Howard, Kent, Montgomery, Prince George's, Queen Anne's, Shore Up, Southern Maryland, and Washington Co.	" "
38	MANAGEMENT RECORDS - Oct. 1983 - SEPT 1984 EMERGENCY APPLICATIONS	" "

Item # 11 for all

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

87 W116

R-27

S-6

BOXES - 1 APR 38

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 33.03.01.1210.01 --- 14.03		ACCESSION NO. 87W121	DATE REC'D 8-21-86
2. AGENCY Department of Human Resources		LOCATION RANGE 3927 SECTIONS 4	NO. OF CU. FT. 8
3. DIVISION / UNIT Community Services Administration Maryland Energy Assistance Program		RECORDS CENTER MANAGER 5-9-10	
4. MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
5. AGENCY OFFICIAL Sherryl D. Gray (301) 383-2500			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
1	Financial Records	1023-5	13	6/88
2	FY'81 Computer Printouts	"	13	July
3	" " "	"	13	1988
4	" " "	"	13	7/89
5	Management Records	"	11	"
6	MEAP Applications	"	11	"
7	MEAP Applications	"	13	"
8	Financial Records	"	9	"
	Contracts Computer Printouts			
	FY'82 Landlord Add Forms			

7/90
Disposal!
7/12/90
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 33.03.01.1210.01</p> <p>b) AGENCY Department of Human Resources</p> <p>c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program</p> <p>d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201</p> <p>e) AGENCY OFFICIAL Sherryl D. Gray (301) 383-2500</p>	<p>ACCESSION NO. 14.03 87W117</p>	<p>DATE REC'D 8-21-86</p>
		<p>LOCATION - RANGE: 41 SECTIONS: 34 NO. OF CU. FT.: 32</p> <p>RECORDS CENTER MANAGER</p>
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 & 2	FY'85 Management Records-Applications-Allegany Co	1023-5 11 7/90
3	" " " " Anne Arundel & Baltimore Cos.	" July 1990
4 thru 18	" " " " Baltimore City	" " "
19	" " " " Baltimore Co.	" " "
20	" " " " Baltimore & Caroline Cos.	" " "
21	" " " " Cecil & Carroll	" " "
22	" " " " Dorchester & Frederick Cos.	" " "
23	" " " " Frederick & Garrett	" " "
24	" " " " Harford & Howard	" " "
25	" " " " Kent & Montgomery	" " "
26	" " " " Prince George's	" " "
27	" " " " Prince George's	" " "
28	" " " " Queen Anne's & Shore Up!	" " "
29	" " " " Shore Up!	" " "
30	" " " " Southern Maryland	" " "
31	" " " " Talbot & Washington Cos.	" " "
32	" " " " Washington Co.	" " "

D-8-90 *WOB*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 35.03.01.1440.01 <i>14.03</i>	ACCESSION NO. <i>87W896</i>	DATE REC'D <i>4-24-87</i>
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Community Services Administration Community Services Block Grant	LOCATION - RANGE <i>37</i>	SECTION(S) <i>20-21</i>
d) MAILING ADDRESS 1123 N. Eutaw Street, Room 500 Baltimore, Maryland 21201	NO. OF CU. FT. <i>7</i>	
e) AGENCY OFFICIAL Renuka Sridharan	PHONE NO. (301) 333-0069	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	Subgrantee Contracts - FFY 1982	1023-5 <i>7/1/1989</i> <i>item 24</i>
2	Correspondence - 1/1/82 to 12/31/82	<i>" item 31 " 7/90</i>
3	Subgrantee Contracts - FFY 1983 (Allegany, Anne Arundel, Baltimore City, Baltimore County)	<i>" item 24 "</i>
4	Subgrantee Contracts - FFY 1983 (Dorchester thru Washington)	<i>" item 24 "</i>
5	Correspondence - 1/1/82 - 12/31/83	<i>" item 31 "</i>
6	Financial Records - 10/1/82 to 12/31/85	<i>" item 25 "</i>
7	Correspondence - 1/1/83 to 12/31/83	<i>" item 31 "</i>

D 8-90
msb

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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

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

14.03

DEPT. HUMAN RESOURCES

Reporting Agency

COMMUNITY SERVICES-MD ENERGY ASSIST.

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87W514	ADMINISTRATIVE	1023-5	1		6	7/90	RECYCLED
87W113	FINANCIAL RECORDS	1023-5	11-13,20	FY 83	56		
87W112	CONTRACTS	1023-5	9,13,11	FY 81	44		
87W111	CORRESPONDENCES	1023-5	9,11,18	FY 82	59		


Signature

RECORDS CENTER MANAGER
Title

09/20/90
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

<p>a) AGENCY CODE 1. <u>3303, 01.1210.01</u> 14.03</p> <p>b) AGENCY Department of Human Resources</p> <p>c) DIVISION/UNIT Maryland Energy Assistance Program</p> <p>d) MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Maryland</p> <p>e) AGENCY OFFICIAL Shirl Gray</p>	<p>ACCESSION NO <u>87W514</u></p> <p>LOCATION - RANGE <u>7</u></p> <p>SECTION(S) <u>31</u></p> <p>NO. OF CU. FT. <u>6</u></p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D <u>12-18-86</u></p>
<p>PHONE NO. <u>383-2500</u></p>		<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-6	Administrative Records	<p>1023-5 Item 1 6/88 July 1988 7/89 7/90 <u>Disposal:</u> <u>7-17-90</u> GPP</p>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 33.03.01.1210.01		ACCESSION NO. 87W113	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources		LOCATION - RANGE 16	SECTION(S) 1-2
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program			
d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sherryl D. Gray		PHONE NO. (301) 383-2500	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	Financial Records	S I DD
2	Vendor Delivery Statements - FY '83	1023-5 / 19 / 6-88
3	Vendor Delivery Statements - FY '83	" " " 7/89
4	" " " "	" " " "
5	" " " "	" " " "
6	" " " "	" " " 7/90
7	" " " "	" " " "
8	" " " "	" " " "
9	Client Benefit Letters - FY '83	" " " "
10	Self Employed Records - FY '83	" " " "
11	Purchase of Service Agreements	1023-5 / 13 / 6-88
12	Vendor Contracts - FY '83	1023-5 / 12 / 6-88
13	Management Records	" " " "
14	Management Records - Emergency Applications Harford County thru Worcester Oct. '82 - Sept. '83	1023-5 / 11 / 6-88
15	Vendor Contracts - FY '83	1023-5 / 12 / 6-88
16	Correspondence	1023-5 / 20 / 6-88
17	Correspondence - Administrative File - A thru L - FY '83	" " " "
18	Correspondence - Administrative File - M thru S	" " " "
19	Correspondence - Administrative File (LAA)	" " " "
	Correspondence - Administrative File (LAA)	" " " "
	Management Records	Disposal
	Management Records - Applications - Baltimore County Oct. '82 - Sept. '83	" " " " 11 7-18-90

985

Box #	Description of Records	S	I#	DD
20	Management Records Management Records - Applications - Oct '82 - Sept. '83 Baltimore County - Anne Arundel County	1023-5	11	6-88
21	Management Records - Applications - Oct. '82 - Sept. '83 Allegany - Anne Arundel County	"	"	"
22	Management Records - Applications - Oct. '82 - Sept. '83 Allegany County	"	"	"
23	Management Records - Applications - Oct. '82 - Sept. '83 Somerset, Talbot, Washington Counties	"	"	"
24	Management Records - Applications - Oct. '82 - Sept. '83 Prince George's, Queen Anne's, St. Mary's Counties	"	"	"
25	Management Records - Applications - Oct. '82 - Sept. '83 Prince George's County	"	"	"
26	Management Records - Applications - Oct. '82 - Sept. '83 Montgomery, Prince George's Counties	"	"	"
27	Management Records - Applications - Oct. '82 - Sept. '83 Harford, Howard, Kent Counties	"	"	"
28	Management Records - Applications - Oct. '82 - Sept. '83 Garrett, Harford Counties	"	"	"
29	Management Records - Applications - Oct. '82 - Sept. '83	"	"	"
30	Management Records - Applications - Oct. '82 - Sept. '83 Cecil, Charles, Dorchester Counties	"	"	"
31	Management Records - Applications - Oct. '82 - Sept. '83 Caroline, Carroll, Cecil	"	"	"
32 thru 38	Management Records - Applications - Oct. '82 - Sept. '83 Baltimore City	"	"	"
39	Management Records - Applications - Oct. '82 - Sept. '83 Washington, Wicomico Counties	"	"	"
40	Management Records - Applications - Oct. '82 - Sept. '83 Washington County	"	"	"
41 thru 47	Management Records - Applications - Oct. '82 - Sept. '83 Baltimore City	"	"	"
48	Management Records - Applications - Oct. '82 - Sept. '83 Baltimore, Calvert Counties	"	"	"
49	Management Records - Applications - Oct. '82 - Sept. '83 Calvert thru Garrett Counties (EMERGENCY APPS)	"	"	"
50	Management Records - Applications - Oct. '82 - Sept. '83 Allegany, Anne Arundel, Baltimore Counties (EMERGENCY)	"	"	"
51 thru 54	Management Records - Applications - Oct. '82 - Sept. '83 Baltimore City (EMERGENCY APPS)	"	"	"
55	MEAP Error Lists	"	"	"
56				

87 W 113

R-16

L-102

Boxes - 1-22-56

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 33.03.01.1210.01</p> <p>b) AGENCY Department of Human Resources</p> <p>c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program</p> <p>d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland</p> <p>e) AGENCY OFFICIAL Sherryl D. Gray (301) 383-2500</p>	<p style="text-align: center; font-size: 2em;">14.08</p> <p style="text-align: center; font-size: 2em;">87W112</p> <p style="text-align: center; font-size: 2em;">8-21-86</p> <p>LOCATION - RANGE: 10 SECTIONS: 1-2 NO. OF CU. FT.: 44</p> <p style="text-align: center;">RECORDS CENTER MANAGER</p>
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Contracts	1023-5	9 7/8/88
2	FY '81 Vendor Listing	"	13 7/8/88
3	Finance Records	"	13 "
4	Error Corrections	"	13 "
5	" Error Corrections	"	15 6/88
6	Program Manuals	"	18 6/88
7	Manual Transmittals	"	9 "
8	Audit Records	"	15 6/88
9	Audits	"	9 6/88
10	" Vendor Contracts	"	9 "
11	Program Manuals	"	15 6/88
12	Manual Transmittals	"	9 6/88
13	Contracts	"	13 "
14	Vendor Contracts	"	13 "
15	" Landlord Add Forms	"	13 "
16	Financial Records	"	9 "
17	Vendor Delivery Statements	"	13 "
18	Management Records	"	11 "
19	Fraud Cases	"	13 "
20	Financial Records	"	13 "
21	Batch Transmittals/Tymshare	"	13 "
22	" Batch Transmittals/Tymshare	"	13 "
23	" Financial Report	"	13 "
24	" Vendor Change Forms	"	13 "
25	" Vendor Billing	"	13 "
	Correspondence	"	20 "
	Correspondence-Administrative Files (A-Z)	"	11 "
	Management Records	"	9 "
	Tymshare	"	13 "
	Contracts	"	11 "
	Vendor Files	"	9 "
	Financial Records	"	13 "
	B G & E Closeout	"	13 "

Disposal:
7-12-90
GPL

Box #	Description of Records	S	/ I#	/ DD
26	Contracts FY '81 Vendor Contracts	1023-5	9	6/88
27	" LAA Contracts Financial Records	"	9	"
28 thru 34	FY '82 Tymshare Printouts Contracts	"	13	"
35 thru 40	Vendor Contracts/Files Financial Records	"	9	"
41 thru 40	" Closeout	"	13	"

44

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 700-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 33.03.01.1210.01	14.03	ACCESSION NO. 876111	DATE REC'D 8-21-86
b) AGENCY Department of Human Resources		LOCATION RANGE 19	SECTION(S) 14-15
c) DIVISION/UNIT Community Services Administration Maryland Energy Assistance Program		NO. OF CU. FT. 59	
d) MAILING ADDRESS 1123 North Eutaw Street Suite 521 Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sherryl D. Gray (301) 383-2500		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	FY '82 Correspondence-Administrative Files (LAA)	1023-5	20 7/8/88
2	" Correspondence-Administrative Files (LAA)	"	" 7/89
3	Management Records Preprogram Internal Control (FY '82)	"	11 "
4	Audit Records	"	18 "
5	Contracts Landlord Agreements	"	9 "
6	" Vendor Contracts (HOT-EL)	"	9 7/90
7	Correspondence Correspondence-Administrative Files (A-D)	"	20 "
8	" Correspondence-Administrative Files (N-Z)	"	20 "
9	" Correspondence-Administrative Files (E-K)	"	20 "
10	" Correspondence-Administrative Files (L-M)	"	20 "
11	Contracts Vendor Contracts	"	9 "
12	" Vendor Contracts	"	9 "
13	" Vendor Contracts	"	9 "
14	Correspondence Correspondence-Program Files	"	20 "
15	Contracts Vendor Contracts	"	9 "
16	Correspondence Correspondence-Program Files	"	20 "
17	Contracts Vendor Contracts	"	9 "
18	Financial Records Computer Print Out-Batch Listings	"	13 "
19	" Close Out Client Benefit Letters	"	13 "
20	Contracts Vendor Contracts	"	9 "

Continued

Disposed
7-20-90
gpl

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

Box #	Description of Records	S	I#	DD
21	<u>Contracts</u> FY'82 Client Summary Print Out	1023-5	9	6/88
22	" LAA Contracts	"	9	"
23	" Landlord Agreements	"	9	"
24	<u>Financial Records</u> " Vendor Change/Error Listing	"	13	"
25	" Vendor Delivery Statements	"	13	"
26	<u>Management Records</u> FY'83 Management Records-Applications-Allegany Co. Oct.'82-Sept.'83	"	11	"
27	" Management Records-Applications-Anne Arundel Co. Oct.'82-Sept.'83	"	11	"
28	" Management Records-Applications-Baltimore Co. Oct.'82-Sept.'83	"	11	"
29	" Management Records-Applications-Baltimore Co. Oct.'82-Sept.'83	"	11	"
30	<u>Contracts</u> FY'82 Vendor Contracts	"	9	"
31	<u>Management Records</u> FY'83 Management Records-Applications-Calvert, Caroline, & Carroll Counties, Oct.'82-Sept.'83	"	11	"
32	" Management Records-Applications-Cecil & Charles Cos. Oct.'82-Sept.'83	"	11	"
33	" Management Records-Applications-Dorchester & Frederick Cos. Oct.'82-Sept.'83	"	11	"
34	" Management Records-Applications-Garrett & Harford Cos. Oct.'82-Sept.'83	"	11	"
35	" Management Records-Applications-Howard & Kent Cos. Oct.'82-Sept.'83	"	11	"
36	" Management Records-Applications-Prince George's, Queen Anne's, & St. Mary's Cos. Oct.'82-Sept.'83	"	11	"
37	" Management Records-Applications-Prince George's Oct.'82-Sept.'83	"	11	"
38	<u>Financial Records</u> FY'82 Computer Printout	"	13	"
39	<u>Management Records</u> FY'83 Management Records-Applications-Somerset & Talbot Cos. Oct.'82-Sept.'83	"	11	"
40	" Management Records-Applications-Washington Co. Oct.'82-Sept.'83	"	11	"
41	" Management Records-Applications-Wicomico & Worcester Cos." Oct.'82-Sept.'83	"	11	"
42 thru 53	" Management Records-Applications-Baltimore City Oct.'82-Sept.'83	"	11	"
54	<u>Correspondence</u> FY'82 Correspondence-Program Records	"	20	"
55	<u>Financial Records</u> " Client Benefit Letter	"	13	"
56 thru 59	<u>Contracts</u> " Vendor Contracts	"	9	"

87 W 111 - R-19 - 14-15 - Boxes - 1 - Thur - 59

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

14.04

DEPT. HUMAN RESOURCES

Reporting Agency

FISCAL SERVICES/AIMS FISCAL

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87W501	FOOD STAMP RUNS	1023-6	32	2/86-6/86	28	7/90	RECYCLED
87W505	FOOD STAMP RUNS	1023-6	32		15		
87W509	S414-ATI'S	1023-6	32	5/1/86	8		
87W500	PUBLIC ASSIST RUNS	1023-6	32	5/85-3/86	29		
87W125	DATA PROCESSING RUNS	1023-6	32	1985	71		
87W502	PUBLIC ASSIST RUNS	1023-6	32	8/86-9/86	23		
87W517	PUBLIC ASSIST RUNS	1023-6	32	4/86-6/86	35		


Signature

RECORDS CENTER MANAGER
Title

09/20/90

Date DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, JERSEY, MD. 20794 (TELEPHONE - TEL-1076)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

I AGENCY CODE 33.05.00		ALLOCATION NO. 14.04	DATE RECD 12-18-86
II AGENCY Department of Human Resources		LOCATION - RANGE 34 SECTION 25	NO. OF DU. PT. 28
III DIVISION/UNIT Fiscal Services/AIMS Fiscal Unit		RECORD CENTER MANAGER	
IV MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
V AGENCY OFFICIAL Aaron Moore	PHONE NO. 383-4143		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
1 thru 28	Food Stamp Runs from 2/86 to 6/86	1023/6 #32 7/1990	
		D-8/90 NCD	

87-31-501

R-34

S-25

BOXES - 1-HUR 28^x_h

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, ANNAPOLIS, MD. 21404 (TELEPHONE - 781-8876)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1 AGENCY CODE 33.05.00 14.04		ACCESSION NO. 87W505		DATE REC'D 12-18-86	
3 AGENCY Department of Human Resources		LOCATION - RANGE 6		SECTION 14	
4 DIVISION/UNIT Fiscal Services/AIMS Fiscal Unit		NO. OF CL. PT. 15		RECORD CENTER MANAGER	
5 MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
6 AGENCY OFFICIAL Aaron Moore		PHONE NO. 383-4143			
2 BOX NUMBERS	3	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4 DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)		
1 thru 15		FOOD STAMP RUNS - Resonse Forms, Daily Manual Issuances OTO for City and Counties	1023/6	#32	7/90
			Disposal: 8/6/90 JPS		

USE FLUOR ULINE PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSELUP, MD. 20724 (TELEPHONE - 703-2275)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

3 AGENCY CODE	33.05.00	<i>14.04</i>	ACCESSION NO.	DATE RECD
4 AGENCY	Department of Human Resources		<i>87W509</i>	<i>12-18-86</i>
5 DIVISION/UNIT	Fiscal Services/AIMS Fiscal Unit		LOCATION - RANGE	NO. OF CU. FT.
6 MAILING ADDRESS	1123 N. Eutaw Street Baltimore, Md. 21201		<i>8</i>	<i>16</i>
7 AGENCY OFFICIAL	PHONE NO.	RECORDS CENTER MANAGER		
Aaron Moore	383-4143	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)
<i>1 thru 8</i>	S414-ATI's - Counties 5/1/86	1023/6 #32 6/90 <i>July 1990</i> <i>Disposal:</i> <i>8/6/90</i> <i>AS</i>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

14.04

87W500, 12-18-86

1. From: (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite 601

Signature

Title

2. Building and Room

3. Phone

AFU

601

383-4143

4. To: State Records Center
 Waterloo

5. Signature: (Agency Official)

Aaron Von Moore
 Aaron Von Moore

6. No. of Cu.Ft.

29

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-5
S-23

1 thru 29

Public Assistance Runs
 SO50, 55, 56, 57, 56, 834, 960
 AFDC, GPA, OTO Daily
 May 85 through March 86

1023/6 #32

4/90

July 1990

Disposal:

8/6/90
JPS

(Use Field-Ordered Paper For Continuation Pages)

RECORDS TRANSMITTAL

Complete at State Records Center

E

AND RECEIPT

14.04

Accession No.

87W125

Date Received

8-25-86

1. From: (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite 601

Signature

Title

2. Building and Room

AFU 601

3. Phone

383-4143

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

Aaron Van Moore

6. No. of Cu.Ft.

71 cu.ft.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-10
S-2-3

1	Data Processing Runs SO55 AFDC 1 of 3 , 2 of 3, 3 of 3	1023-6 32 7/90
2	SO55 Daily Issuance . 8/1 - 8/8/85	"
3	SO55 Daily Issuance 8/9/ - 8/16/85	"
4	SO55 Daily Issuance 8/19 to 8/26/85	"
5	SO55 Daily Issuance 8/27 to 8/30/85 SO50-AFDC, GPA & OTO	"
6	SO66 Daily Issuance 8/1/ - 8/30/85	"
7	SO834 Daily Issuance 8/1/ - 8/30/85	"
8	SO55 - GPA SO56 - AFDC, GPA SO57 - 8/30/85	"
9	SO55 AFDC - 9/85	"
10	SO55 - Daily Iss. 9/3/ - 9/10/85	"
11	SO55 - Daily 9/11/ - 9/17/85	"
12	SO55 Daily Issuance 9/18/ - 9/24/85	"
13	SO50 AFDC, GPA & OTO SO55 Daily Issuance 9/25/ - 9/27/85	"
14	SO55 GPA SO56 AFDC SO56 GPA SO57 9/27/85	"

Disposal: 8/6/90
JS

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

1. **From:** (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite 601

Signature

Title

2. **Building and Room**

3. **Phone**

APU

601

383-4143

4. **To:** State Records Center

Waterloo

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

Aaron Von Moore

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

71 cu.ft.

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
	15	Data Processing Runs SO834 Daily Iss. 9/3/ - 9/27/85	1023-6 32 3/90
	16	SO66 Daily Iss. 9/3/ - 9/27/85	"
	17	SO55 AFDC 1 of 3 - 2 of 3	"
	18	SO55 AFDC 3 of 3 SO834 10/1 - 10/14/85 Daily Iss.	"
	19	SO834 Daily Iss 10/15 - 10/31/85 SO50 AFDC, GPA & OTO	"
	20	SO55 Daily Iss. 10/1/ - 10/7/85	"
	21	SO55 Daily Iss. 10/8/ - 10/14/85	"
	22	SO55 Daily Iss. 10/15/ - 10/21/85	"
	23	SO55 Daily Iss. 10/22/ - 10/25/85	"
	24	SO55 Daily Iss. 10/28/ - 10/31/85	"
	25	SO55 - GPA SO56 - AFDC SO56 - GPA SO57 - 10/31/85	"
	26	SO66 Daily Iss. 10/1 - 10/31/85	"
	27	SO55 AFDC 1 of 5 11/85 SO50 AFDC, GPA & OTO	"
	28	SO55 AFDC 2 of 5 to 5 of 5 - 11/85	"
	29	SO55 GPA - SO66 Daily Iss. 11/1/-11/14/85	"

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RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

Signature

Title

4. To: State Records Center
Waterloo

6. No. of Cu.Ft.

71 cu.ft.

1. From: (Name, Division, Address or Agency)
Department of Human Resources
AIMS Fiscal Unit
1123 N. Eutaw Street - Suite 601

2. Building and Room

3. Phone

APU 601

383-4143

5. Signature: (Agency Official)

Aaron Van Moore

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
	30	Data Processing Runs S066 Daily Iss. 11/15/ - 11/29/85 S0834 Daily Iss. 11/1/ - 11/14/85	1023-6 32 3/90
	31	S0834 Daily Iss. 11/15/ - 11/29/85 S055 Daily Iss. 11/1/ - 11/4/85	"
	32	S055 Daily Iss. 11/5/ - 11/8/85	"
	33	S055 Daily Iss. 11/18 - 11/21/85	"
	34	S055 Daily Iss 11/18 - 11/21/85	"
	35	S055 Daily Iss. 11/22/ - 11/29/85	"
	36	S056 AFDC 11/85 S056 GPA S057 11/29/85	"
	37	S055 AFDC 1 of 5 to 3 of 5-12/85	"
	38	S056 AFDC 12/85 S055 4 of 5 to 5 of 5 12/85	"
	39	S056 GPA S057 12/31/85 S055 GPA	"
	40	S050 AFDC, GPA &OTO 12/85 S055 12/2/ - 11/23/85 Daily Iss.	"
	41	S055 Daily Iss. 12/4/ - 12/9/85	"
	42	S055 Daily Iss. 12/10/ - 12/14/85	"
	43	S055 Daily Iss. 12/16/ - 12/19/85	"

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RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

1. From: (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite 601

Signature

Title

2. Building and Room

3. Phone

APU

601

383-4143

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

Aaron Van Moore

6. No. of Cu.Ft.

71 cu.ft.

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
	44	Data Processing Runs SO55 Daily Iss. 12/20 - 12/28/85	1023-6 32 3/90
	45	SO55 Daily Iss. 12/30/ - 12/31/85 SO834 Daily Iss. 12/2/ - 12/14/85	"
	46	SO66 Daily Iss. 12/2/ - 12/26/85	"
	47	SO834 Daily Iss. 12/16/ - 12/31/85 SO66 Daily Iss. 12/27 - 12/31/85	"
	48	SO55 AFDC 1 of 5 to 2 of 5 1/86	"
	49	SO55 AFDC 3 of 5 to 5 of 5	"
	50	SO50 AFDC SO55 GPA	"
	51	SO66 Daily Iss. 1/2/ - 1/20/86	"
	52	SO66 Daily Iss. 1/21/ - 1/31/86 SO56 GPA SO57 1/31/86 SO50 GPA & OTO	"
	53	SO56 AFDC	"
	54	SO834 1/2/ - 1/31/86 Daily Iss.	"
	55	SO55 Daily Iss 1/2/ - 1/7/86	"
	56	SO55 Daily Iss. 1/8/ - 1/13/86	"
	57	SO55 Daily Iss. 1/14/ - 1/20/86	"
	58	SO55 1/21/ - 1/23/86 Daily Iss.	"

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

Signature

Title

1. From: (Name, Division, Address or Agency)
 Department of Human Resources
 AIMS Fiscal Unit
 1123 N. Eutaw Street - Suite 601

2. Building and Room

3. Phone

APU 601

383-4143

4. To: State Records Center
 Waterloo

5. Signature: (Agency Official)

6. No. of Cu.Ft.

Aaron Van Moore

71 cu.ft.

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
		Data Processing Runs	1023-6 32 3/90
	59	SO 55 Daily Iss. 1/24/ - 1/28/86	"
	60	SO55 1/29/ - 1/31/86 Daily Iss.	"
	61	SO55 AFDC 1 of 5 to 3 of 5 Daily Iss 2/86	"
	62	SO55 AFDC 4 of 5 to 5 of 5 SO55 GPA	"
	63	SO56 AFDC SO50 GPA & OTO	"
	64	SO50 AFDC SO56 GPA SO57 2/28/85 SO960	"
	65	SO66 Daily Iss. 2/3/ - 2/8/86	"
	66	SO834 Daily Iss. 2/3/ - 3/1/86	"
	67	SO55 2/3/ - 2/6/86 Daily Iss.	"
	68	SO55 Daily Iss. 2/7/ - 2/13/86	"
	69	SO55 Daily Iss. 2/14/ - 2/20/86	"
	70	SO55 Daily Iss. 2/21/ - 2/25/86	"
	71	SO55 Daily Iss. 2/26/ - 2/28/86	"

(Use Plain Unlined Paper For Continuation Pages)

87 W125

R-10

S-203

Boxes - 1 thru 71

12/2/86

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, BOSTON, MASS. 02111 (TELEPHONE - 352-5076)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL EXTENSE

A. AGENCY CODE 33.05.00		14.04		ACCESSION NO. 87W502		DATE RECEIVED 12-18-86	
B. AGENCY Department of Human Resources				LOCATION - RANGE 116		SECTIONS 12	
C. DIVISION / UNIT Fiscal Services/AIMS Fiscal Unit				RECORDS CENTER MANAGER		NO. OF CL. FT. 23	
D. MAILING ADDRESS 1123 N. Eutam Street Baltimore, Md. 21201				TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
E. AGENCY OFFICIAL Aaron Moore		F. PHONE NO. 383-4143					
1. BOX NUMBER	2.	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY SCHEDULE ITEM NO. DISPOSAL DATE		
1 thru 23		PUBLIC ASSISTANCE RUNS 8/86 to 9/86			1023/6 #32 DISPOSAL DATE 4/90 July 1990 Disposal 8/14/90 [Signature]		

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 272, JESSUP, MD. 20794 (TELEPHONE - 301-278-6276)

REMARKS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a. AGENCY CODE 33.05.00		ACCESSION NO. 14.04		DATE RECD 87W517 12-16-86	
b. AGENCY Department of Human Resources		LOCATION - RANGE 109		SECTIONS 22-23	
c. DIVISION/UNIT Fiscal Services/AIMS Fiscal Unit		NO. OF CU. FT. 35		RECORDS CENTER MANAGER	
d. MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201		e. AGENCY OFFICIAL Aaron Moore		PHONE NO. 383-4143	
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 thru 35	Public Assistance Runs 4/86 - 5/86 - 6/86 SO55-56-57-66-834-& 960 County, City Daily, AFDC, GPA & OTO	1023/6 #32 7/90 Disposal 8/9/90 [Signature]

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

87-3W-517

R-109

S-~~818~~ 22-23

BOXES- 1-thru 35*

1 Empty Spaces

Sec-73

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

14.04

DEPT. HUMAN RESOURCES

Reporting Agency

FISCAL SERVICES/AIMS FISCAL

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87W887	PA RUNS	1023-6	32	11/86	10	7/90	RECYCLED
87W894	GENERAL FILES	1023-6	32	1/83-7/86	2		
89W900	AIMS REPORTS	1023-7	32	1988	42		
88W254	S-560 ATP	1023-6	32	8/86-3/87	9		
88W253	GENERAL FILES	1023-6	32	1981-87	12		
88W231	PA REPORTS	1023-6	32	6/87	12		
89W469	CONTRACTS, TASK ORDERS	1023-6	12	6/86-7/87	7		


Signature

RECORDS CENTER MANAGER
Title

09/20/90
Date DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 271, JENKINS, MD. 21201 (TELEPHONE - 730-1378)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY CODE 55.05 14.04		ACCESSION NO. 87W887	DATE REC'D 4-24-87
AGENCY DHR		LOCATION - RANGE 27 6-7	NO. OF CU. FT. 10
DIVISION/UNIT AIMS FISCAL UNIT		RECORDS CENTER MANAGER	
MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201		Rm. 601	
AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0378	
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 thru 10	PA RUNS - SO55 AFDC-Counties 11/86 SO50, 56, 57 SO55- GPA City SO834, SO960	1023/6 #32 2/90 July 1990 Disposal: 8/8/90 JRL

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 760-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE <p align="center">33-05 14.04</p>		ACCESSION NO. <p align="center" style="font-size: 2em;">87W894</p>	DATE REC'D <p align="center" style="font-size: 2em;">4-24-87</p>
2. AGENCY <p align="center">Department of Human Resources</p>		LOCATION - RANGE RECTORY <p align="center" style="font-size: 2em;">23 30</p>	
3. DIVISION/UNIT <p align="center">Off. of Adm./AIMS Fiscal Unit</p>		NO. OF CU. FT. <p align="center" style="font-size: 1.5em;">2</p>	
4. MAILING ADDRESS <p>1123 N. Eutaw Street Suite 601</p>		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <p>Aaron Von Moore</p>		PHONE NO. <p align="center">333-0378</p>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS <p align="center" style="font-size: 1.5em;">2</p>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <p align="center" style="font-size: 1.2em;">GENERAL FILES 1/83 - 7/86</p>		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) <p align="center" style="font-size: 1.5em;">1025/6 #32 7/90</p> <p align="center" style="font-size: 2em; font-family: cursive;">Disposal:</p> <p align="center" style="font-size: 1.5em;">8/8/90</p> <p align="center" style="font-size: 2em; font-family: cursive;">JRL</p>

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 790-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 33.06.00.04		ACCESSION NO. 14.04 89W900		DATE REC'D 3-9-89
b) AGENCY DHR Office of Information Management		LOCATION - RANGE SECTION 37 16-17		NO OF CU FT. 42
c) DIVISION/UNIT User Support		RECORDS CENTER MANAGER		
d) MAILING ADDRESS 311 W. Saratoga Street, Rm. 439 Baltimore, Md. 21201		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
e) AGENCY OFFICIAL Eileen E. Sturgill	PHONE NO. 333-0974			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	<i>Aims Reports</i>	
1	S110* - 8/13/88, 8/20/88	1023-7 Item 32
2	S 535* - 8/20/88 8/27/88 alleg. to Homeless Unit	2/1/90
3	S110 - 8/27/88, 10/1/88	July 1990
4	S535 - 9/4/88, 6/18 alleg. to Mont. S110 - 7/4/88 (Part II)	
5	S110 - 9/4/88 (Part I) S535 - 9/10/88	
6	S110 - 9/10/88, 9/17/88 (Part II)	
7	S110 - 9/24/88, 9/17/88 (Part I) S535 - 9/17/88 (Part II)	
8	S535 - 9/17/88 (Part I), 9/24/88 (Part II)	
9	S535 - 9/24/88 (Part I), 10/1/88	
10	S535 - 10/18/88 (Part II) S110 - 10/8/88	
*	S110 - PA application Status Report	
*	S535 - FS application Status Report	

D-8-90
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- 11 S535 - 10/8/88 (Part I), 10/15/88
- 12 S535 - 10/15/88 (Part II), 11/11/88
S110 - 11/11/88 (Part II)
- 13 S110 - 10/15/88, 10/22/88 (Part II)
S535 - 10/15/88 (Part I)
- 14 S110 - 10/22 (Part I)
S535 - 10/22
- 15 S535 - 10/29/88
S110 - 10/29/88 (Part I)
- 16 S110 - 10/29/88 (Part II)
11/5/88
- 17 S535 - 11/5/88
S110 - 11/19/88 (Part II)
- 18 S110 - 11/19/88 (Part I)
S535 - 11/19/88 (Part II)
- 19 S535 - 11/19/88 (Part I), 11/26/88 (Part II)
- 20 S535 - 11/26/88 (Part I)
S110 - 11/26/88, 12/13/88 (Part II)
- 21 S110 - 12/13/88 (Part I)
S535 - (12/13/88 (Part II))
- 22 S535 - 12/13/88 (Part I), 12/10/88 (Part II)
- 23 S110 - 12/10/88 (Part I)
S535 - 12/10/88 (Part II)
- 24 S110 - 12/10/88 (Part II), 12/24/88
- 25 S535 - 12/17/88
- 26 S535 - 12/24/88
- 27 S110 - 12/31/88, 1/7/89 (Part II)
- 28 S535 - 1/7/89 (Part I), 12/31/88
- 29 S535 - 1/7/89 (Part II)
S110 - 1/7/89 (Part I)

- 30 S515* - 6/2/88 (Part I)
- 31 S515 - 6/2/88 (Part II), 7/30/88 (Alleg. to P.G.)
S130* - Alleg. to Doverchester 7/30/88
- 32 S515 - 7/30/88 P.G. to end of state
- 33 S130 - 7/30/88 Fred. to end of city
- 34 S201+S202** - 7/21/88-7/22, 8/13, 8/15, 8/19, 8/22-8/25/88
- 35 S201+S202 - 8/26/88, 8/27, 8/29-9/1, 9/21, 9/29
- 36 S201+S202 - 9/6, 9/7, 9/9, 9/12 - 9/16/88
- 37 S201+S202 - 9/8, 9/19-20, 9/22-23, 9/26-27,
S202 - 9/28
- 38 S201+S202 - 9/30, 10/3-6, 10/14, 10/21, 10/24/88
S201 - 9/28
- 39 S201+S202 - 10/10-11, 10/13, 10/17-20, 10/25
- 40 S201+S202 - 10/18, 10/22, 10/26-28, 10/31, 11/4-5, 11/7/88
- 41 S201+S202 - 11/1-2, 11/9-10, 11/14-17/88
- 42 S201+S202 - 11/12/88, 11/18, 11/21-23, 11/25, 11/28-29, 11/19
S201 11/17/88

*S515 FS Redetermination Report

*S130 PA Redetermination Report

**S202 Notice of Action Log

S202 Notice of Action Exception Report

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S-16-17

one (1) Empty - S-17

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 14.04		ACCESSION NO. 886254	DATE REC'D 9-29-87
b) AGENCY DEPT. OF HUMAN RESOURCES		LOCATION - RANGE 8	SECTION(S) 17
c) DIVISION/UNIT QA/AFU		NO. OF CU. FT. 9	
d) MAILING ADDRESS 311 W. SARATOGA STREET BALTIMORE, MD 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL AARON VON MOORE		PHONE NO. 333-0378	
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)	
1-9	Aug. 1986 - March 1987	Sch. #1023-6 Item #32 July 1990	
1.	8/86 - S-560 ATP - Redemption Reports	<i>Disposal:</i> 8/6/90 <i>[Signature]</i>	
2.	9/86 - S560 ATP - Redemption Reports		
3.	10/86 -S560 ATP - Redemption Reports		
4.	11/86 -S560 ATP - Redemption Reports		
5.	12/86 -S560 ATP - Redemption Reports		
6.	1/87 -S560 ATP - Redemption Reports		
7.	2/87 - S560 ATP - Redemption Reports		
8.	3/87 - S560 ATP - Redemption Reports		
9.	11/86 - 3/87 S562 Multiple-Redemption Reports		

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1 AGENCY CODE 14.01 <i>14.04</i>	DATE REC'D <div style="font-size: 2em; font-family: cursive;">88W253</div> <div style="font-size: 2em; font-family: cursive;">9-29-87</div>
2 AGENCY DEPT. OF HUMAN RESOURCES	LOCATION - ROOM SECTIONS <div style="font-size: 2em; font-family: cursive;">4</div> <div style="font-size: 2em; font-family: cursive;">26</div>
3 DIVISION/UNIT OFF. OF ADM./AIMS FISCAL UNIT	NO. OF CL. FT. 12
4 MAILING ADDRESS 1123 N. EUTAW St. Rm 601	RECORDS CENTER MANAGER
5 AGENCY OFFICIAL <i>Aaron Von Moore</i> PHONE NO. Aaron Von Moore 333-0378	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 thru 12	GENERAL FILES (Administrative) Fiscal Digest 1981-83 Budget Books 1976/ 81-83 etc. Food Stamp - S416 & S564 12/86 - 7/87 OCR Summaries	Sch # 1023-6 Item # 32 7/90 Disposal: 8/6/90 <i>[Signature]</i>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 703-1878)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1 AGENCY CODE 33.05 <i>14.04</i>		ACCESSION NO. <i>88W231</i>	DATE REC'D <i>9-29-87</i>
2 AGENCY Department of Human Resources		LOCATION - RANGE <i>4</i> SECTION <i>25-26</i>	NO. OF CUL. PT. 12
3 DIVISION / UNIT Off. of Adm./AIMS Fiscal Unit		RECORDS CENTER MANAGER	
4 MAILING ADDRESS 1123 N. Eutaw Street Suite 601		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
5 AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0378	
6 BOX NUMBERS 1 thru 12	7 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES PA REPORTS (June 1987) S050 - AFDC, GPA -CITY & COUNTY OTO & Daily S055 - 6/1 to 6/29 & AFDC, County, City GPA, City S057 6/29/87 S066 6/1 to 6/29 S056 AFDC, GPA-City & County S0834 61 to 6/29/87 S0960	8 DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) <i>Sch. #1023-6</i> <i>Item #32</i> <i>7/90</i> <i>Disposal:</i> <i>8/6/90</i> <i>ggs</i>	

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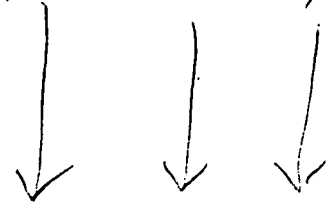
RECORDS TRANSMITTAL AND RECEIPT

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE • 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 14.04		ACCESSION NO. 89W469	DATE REC'D 11-15-88
b) AGENCY DHR		LOCATION RANGE 9	SECTION# 28
c) DIVISION/UNIT Office of Information Management/Administration		NO. OF CU. FT. 7	
d) MAILING ADDRESS 311 W. Saratoga Street, Room 318 Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Kathy Ensor	PHONE NO. 333-0488	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	Contracts from 6-86 to 7-87 (A-C)	<i>1023-6 Item 12 7/90</i>  <u>Disposal:</u> <i>8/6/90</i> <i>[Signature]</i>
2	Contracts from 6-86 to 7-87 (D-M)	
3	Contracts from 6-86 to 7-87 (N-S)	
4	Contracts from 6-86 to 7-87 (T-Z)	
	Task Orders 86-1 to 86-10	
5	Task Orders 86-11 to 86-26A and 87-1 to 87-3	
6	Task Orders 87-4 & 87-5 and 010-020 to 170	
7	Task Orders 180 to 1010	

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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

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

14.05

DEPT. HUMAN RESOURCES

Reporting Agency

INCOME MAINT.-QUALITY CONTROL

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
87W888	CHILD SUPPORT-APPEALS	1023-7	30	1984	14	7/90	RECYCLED
88W216	AFDC REVIEW	1023-7	55	9/83-3/84	26		
88W210	AFDC REVIEW	1023-7	55	1982-3/84	34		
88W213	MA ACTIVE REVIEW	1023-7	63	10/83-3/84	15		
88W950	FOOD STAMP REVIEW	1023-7	59	10/85-9/86	26		


Signature

RECORDS CENTER MANAGER
Title

09/20/90
Date DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE · 799-1378)

DIRECTIONS · PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 14.05	ACCESSION NO 87W888	DATE REC'D 4-24-87
b) AGENCY Department of Human Resources	LOCATION - RANGE: 34 SECTION(S): 20-21 NO OF CU FT: 14	
c) DIVISION/UNIT Child Support Enforcement - Appeals		
d) MAILING ADDRESS 300 W. Preston Street Baltimore, Maryland	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Theresa M. Hughes Theresa M. Hughes	PHONE NO 333-0637	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 - 14	TRIP Appeals - 1984	1023-7 Item 30 7/1990

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.09.00		ACCESSION NO. 88W216		DATE REC'D 9-28-87																																																				
b) AGENCY Department of Human Resources Income Maintenance Division		LOCATION - RANGE 121 SECTION(S) 4-5		NO. OF CU. FT. 26																																																				
c) DIVISION/UNIT Quality Control		RECORDS CENTER MANAGER																																																						
d) MAILING ADDRESS Metro Plaza - Suite 110 Liberty Heights & Reisterstown Road Baltimore, Maryland 21215		e) AGENCY OFFICIAL Michael Blum																																																						
PHONE NO. 333-0889		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER																																																						
2. BOX NUMBERS 1-25	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)																																																					
26	<p><u>AFDC ACTIVE REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered) October 1983 - March 1984 Reporting Period Includes an AFDC schedule, worksheet, facesheets and all completed forms and correspondence related to the QC review: Boxes contain records as follows:</p> <table border="0"> <tr><td>Box 1</td><td>(200001 200050)</td><td>Box 2</td><td>(200051 200100)</td></tr> <tr><td>Box 3</td><td>(200101-200150)</td><td>Box 4</td><td>(200151-200200)</td></tr> <tr><td>Box 5</td><td>(200201 200250)</td><td>Box 6</td><td>(200251 200300)</td></tr> <tr><td>Box 7</td><td>(200301 200350)</td><td>Box 8</td><td>(200351 200400)</td></tr> <tr><td>Box 9</td><td>(200401 200450)</td><td>Box 10</td><td>(200451 200500)</td></tr> <tr><td>Box 11</td><td>(200501 200550)</td><td>Box 12</td><td>(200551 200600)</td></tr> <tr><td>Box 13</td><td>(200601-200650)</td><td>Box 14</td><td>(200651-200700)</td></tr> <tr><td>Box 15</td><td>(200701 200750)</td><td>Box 16</td><td>(200751-200800)</td></tr> <tr><td>Box 17</td><td>(200801-200850)</td><td>Box 18</td><td>(200851-200900)</td></tr> <tr><td>Box 19</td><td>(200901 200950)</td><td>Box 20</td><td>(200951-201000)</td></tr> <tr><td>Box 21</td><td>(201001-201050)</td><td>Box 22</td><td>(201051 201100)</td></tr> <tr><td>Box 23</td><td>(201101-201150)</td><td>Box 24</td><td>(201151 201200)</td></tr> <tr><td>Box 25</td><td>(201201-201246)</td><td></td><td></td></tr> </table> <p><u>AFDC NEGATIVE REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered) October 1983 - March 1984 Reporting Period Includes an AFDC schedule, worksheet, facesheets and all completed forms and correspondence related to the QC review: Boxes contain records as follows:</p> <p>Box 26 - (26001-26180)</p>		Box 1	(200001 200050)	Box 2	(200051 200100)	Box 3	(200101-200150)	Box 4	(200151-200200)	Box 5	(200201 200250)	Box 6	(200251 200300)	Box 7	(200301 200350)	Box 8	(200351 200400)	Box 9	(200401 200450)	Box 10	(200451 200500)	Box 11	(200501 200550)	Box 12	(200551 200600)	Box 13	(200601-200650)	Box 14	(200651-200700)	Box 15	(200701 200750)	Box 16	(200751-200800)	Box 17	(200801-200850)	Box 18	(200851-200900)	Box 19	(200901 200950)	Box 20	(200951-201000)	Box 21	(201001-201050)	Box 22	(201051 201100)	Box 23	(201101-201150)	Box 24	(201151 201200)	Box 25	(201201-201246)			<p>1023-7, item 55 7/90</p> <p>Disposal 8/15/90</p> <p>1023-7, item 56 7/90</p>	
Box 1	(200001 200050)	Box 2	(200051 200100)																																																					
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Box 25	(201201-201246)																																																							

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5° Empty Spaces ; SECTION'S 5-6⁺_R

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. 33.09.00</p> <p>b) AGENCY Department of Human Resources Income Maintenance Division</p> <p>c) DIVISION/UNIT Division of Quality Control</p> <p>d) MAILING ADDRESS Metro Plaza - Suite 110 Liberty Heights & Reisterstown Rd. Baltimore, Maryland 21215</p> <p>e) AGENCY OFFICIAL Michael Blum</p>	<p>14.05</p> <p>88W210</p> <p>121</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 9-28-87</p> <p>LOCATION - RANGE 1-2</p> <p>SECTION(S) 1-2</p> <p>NO. OF CU. FT. 34</p> <p>PHONE NO. (301) 333-0889</p> <p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)																								
<p>1-2</p> <p>21</p> <p>22-34</p>	<p><u>AFDC ACTIVE REVIEW FOLDERS & MA NEGATIVE PRINTOUTS</u> (Kraft envelopes with contents each numbered) <u>1982 - March 1984 Reporting Period</u> Includes AFDC schedules, worksheets, facesheets and all completed forms and correspondence related to the QC review. Boxes contain records and printouts as follows:</p> <table style="width: 100%; border: none;"> <tr> <td>Box 1 - (100851-130900)</td> <td>Box 2 - (101201-101250)</td> </tr> <tr> <td>Box 3 - (100751-100800)</td> <td>Box 4 - (100801-130850)</td> </tr> <tr> <td>Box 5 - (101251-131300)</td> <td>Box 6 - MA Neg. Printouts</td> </tr> <tr> <td>Box 7 - (100051-100100)</td> <td>Box 8 - (100451-130500)</td> </tr> <tr> <td>Box 9 - (100501-130550)</td> <td>Box 10 - Ma. Neg. Printouts</td> </tr> <tr> <td>Box 11 - (101051-131100)</td> <td>Box 12 - MA Neg. Printouts</td> </tr> <tr> <td>Box 13 - (100701-130750)</td> <td>Box 14 - (101151-131200)</td> </tr> <tr> <td>Box 15 - (101001-101050)</td> <td>Box 16 - (101001-101050)</td> </tr> <tr> <td>Box 17 - (100151-100200)</td> <td>Box 18 - (100201-100250)</td> </tr> <tr> <td>Box 19 - (100551-100600)</td> <td>Box 20 - (100401-100450)</td> </tr> <tr> <td>Box 21 - Harford County FS Printouts 1982</td> <td></td> </tr> <tr> <td>Box 22 - AFDC Actives April-September, 1983 100001-100050</td> <td></td> </tr> </table>	Box 1 - (100851-130900)	Box 2 - (101201-101250)	Box 3 - (100751-100800)	Box 4 - (100801-130850)	Box 5 - (101251-131300)	Box 6 - MA Neg. Printouts	Box 7 - (100051-100100)	Box 8 - (100451-130500)	Box 9 - (100501-130550)	Box 10 - Ma. Neg. Printouts	Box 11 - (101051-131100)	Box 12 - MA Neg. Printouts	Box 13 - (100701-130750)	Box 14 - (101151-131200)	Box 15 - (101001-101050)	Box 16 - (101001-101050)	Box 17 - (100151-100200)	Box 18 - (100201-100250)	Box 19 - (100551-100600)	Box 20 - (100401-100450)	Box 21 - Harford County FS Printouts 1982		Box 22 - AFDC Actives April-September, 1983 100001-100050		<p>1023-7, item 55 7/90</p> <p>Disposal 8/15/90 [Signature]</p> <p>1023-7, item 59 1023-7, item 55 7/90</p>
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USE PLAIN UNLINED PAPER FOR CONTINUATION PAGE

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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. 33.09.00 14.05		ACCESSION NO. 88W213	DATE REC'D 9-28-87
b) AGENCY Department of Human Resources Income Maintenance Division		LOCATION - RANGE 113 SECTION# 34	NO. OF CU. FT. 15
c) DIVISION / UNIT Quality Control			
d) MAILING ADDRESS Metro Plaza - Suite 110 Liberty Heights & Reisterstown Road Baltimore, Maryland 21215		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Michael Blum	PHONE NO. 333-0889	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)
1-15	<p><u>MA ACTIVE REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered) October 1983 - March 1984 Reporting Period Includes an AFDC schedule, worksheets, facesheets and all completed forms and correspondence related to the QC review: Boxes contain records as follows:</p> <p>Box 1 - (800001-800050) Box 2 - (800050-800100) Box 3 - (800101-800150) Box 4 - (800151-800200) Box 5 - (800201-800251) Box 6 - (800251-800296) Box 7 - (86001-86132) NEGATIVE</p> <p><u>April 1984 - September 1984 Reporting Period</u></p> <p>Box 8 - (700001-700050) Box 9 - (700051-700100) Box 10 - (700101-700150) Box 11 - (700151-700200) Box 12 - (700201-700250) Box 13 - (700251-700300) Box 14 - (76001-76120) NEGATIVES Box 15 - (86001-86181)</p>	<p>1023-7 item 63 7/90</p> <p>Disposal 8/10/90 [Signature]</p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 33.09.00	ACCESSION NO 88W950	DATE RECD 3-18-88
b) AGENCY Department of Human Resources Income Maintenance Administration		
c) DIVISION/UNIT Quality Control	LOCATION - RANGE 101	SECTION(S) 32
d) MAILING ADDRESS Saratoga State Center 311 West Saratoga Street Baltimore, Maryland 21201	NO OF CU FT. 26	
e) AGENCY OFFICIAL Michael C. Blum	PHONE NO. 333-0886	RECORDS CENTER MANAGER Paul C. Lamberson
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)																										
1-26	<p><u>FOOD STAMP REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered)</p> <p><u>OCTOBER 1985 - SEPTEMBER 1986 REPORTING PERIOD</u> Includes an Food Stamp schedule, worksheets, face sheets, and all completed forms and correspondence related to the QC review. Boxes contain records as follows:</p> <table style="width:100%; border: none;"> <tr> <td style="width:50%;">Box 1 - (400001 - 400050)</td> <td style="width:50%;">Box 2 - (400051 - 400100)</td> </tr> <tr> <td>Box 3 - (400101 - 400150)</td> <td>Box 4 - (400151 - 400200)</td> </tr> <tr> <td>Box 5 - (400201 - 400250)</td> <td>Box 6 - (400251 - 400300)</td> </tr> <tr> <td>Box 7 - (400301 - 400350)</td> <td>Box 8 - (400351 - 400400)</td> </tr> <tr> <td>Box 9 - (400401 - 400450)</td> <td>Box 10 - (400451 - 400500)</td> </tr> <tr> <td>Box 11 - (400501 - 400550)</td> <td>Box 12 - (400551 - 400600)</td> </tr> <tr> <td>Box 13 - (400601 - 400650)</td> <td>Box 14 - (400651 - 400700)</td> </tr> <tr> <td>Box 15 - (400701 - 400750)</td> <td>Box 16 - (400751 - 400800)</td> </tr> <tr> <td>Box 17 - (400801 - 400850)</td> <td>Box 18 - (400851 - 400900)</td> </tr> <tr> <td>Box 19 - (400901 - 400950)</td> <td>Box 20 - (400951 - 401000)</td> </tr> <tr> <td>Box 21 - (401001 - 401050)</td> <td>Box 22 - (401051 - 401100)</td> </tr> <tr> <td>Box 23 - (401101 - 420050)</td> <td>Box 24 - (420051 - 430025)</td> </tr> <tr> <td>Box 25 - (430026 - 430085)</td> <td>Box 26 - (430086 - 430119)</td> </tr> </table>	Box 1 - (400001 - 400050)	Box 2 - (400051 - 400100)	Box 3 - (400101 - 400150)	Box 4 - (400151 - 400200)	Box 5 - (400201 - 400250)	Box 6 - (400251 - 400300)	Box 7 - (400301 - 400350)	Box 8 - (400351 - 400400)	Box 9 - (400401 - 400450)	Box 10 - (400451 - 400500)	Box 11 - (400501 - 400550)	Box 12 - (400551 - 400600)	Box 13 - (400601 - 400650)	Box 14 - (400651 - 400700)	Box 15 - (400701 - 400750)	Box 16 - (400751 - 400800)	Box 17 - (400801 - 400850)	Box 18 - (400851 - 400900)	Box 19 - (400901 - 400950)	Box 20 - (400951 - 401000)	Box 21 - (401001 - 401050)	Box 22 - (401051 - 401100)	Box 23 - (401101 - 420050)	Box 24 - (420051 - 430025)	Box 25 - (430026 - 430085)	Box 26 - (430086 - 430119)	<p>1023-7 Item 59 7/90 Disposal 8/10/90 RL</p>
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3-18-88

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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

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

14.05

DEPT. HUMAN RESOURCES

Reporting Agency

INCOME MAINT.-QUALITY CONTROL

DIVISION

NO	Description of Records Title and Form No.	Sched	Item No	Dates of Records Disposed of	Volume	Dates of Disposal	Method of Disposal
88W185	FOOD STAMP REVIEW	1023-7	59	10/83-9/84	29	7/90	RECYCLED
88W209	AFDC REVIEW	1023-7	55	4/84-9/84	26		
89W448	FOOD STAMP REVIEW	1023-7	59	4/84-6/85	1		
90W194	AIMS REPORTS	1023-7	32	9/88-12/88	18		


Signature

RECORDS CENTER MANAGER
Title

09/20/90
Date DGS 550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 703-1377)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY BOOK 33.09.00 14.05	ATTENTION NO. 88W185	DATE REC'D. 9-23-87
B. AGENCY Department of Human Resources Income Maintenance Division	LOCATION 110	SECTION 28-29
C. DIVISION/UNIT Quality Control	NO. OF BU. P. 29	
D. MAILING ADDRESS Metro Plaza - Suite 110 Liberty Heights & Reisterstown Road Baltimore, Maryland 21216	RECORD CENTER MANAGER	
E. AGENCY OFFICIAL Michael Elton	PHONE NO. 333-0869	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																										
1-26	<p><u>FOOD STAMP Active Review Folders</u> (KRAFT envelopes with contents each numbered) 10/83 - 9/84 Reporting Period</p> <p>Includes a Food Stamp schedule, worksheets, facesheets and completed forms related to the QC review: Boxes contain records as follows:</p> <table style="width: 100%; border: none;"> <tr> <td>Box 1 - 400001 - 400050</td> <td>Box 2 - 400051 - 400100</td> </tr> <tr> <td>Box 3 - 400101 - 400150</td> <td>Box 4 - 400151 - 400200</td> </tr> <tr> <td>Box 5 - 400201 - 400250</td> <td>Box 6 - 400251 - 400300</td> </tr> <tr> <td>Box 7 - 400301 - 400350</td> <td>Box 8 - 400351 - 400400</td> </tr> <tr> <td>Box 9 - 400401 - 400450</td> <td>Box 10 - 400451 - 400500</td> </tr> <tr> <td>Box 11 - 400501 - 400550</td> <td>Box 12 - 400551 - 400600</td> </tr> <tr> <td>Box 13 - 400601 - 400638</td> <td>Box 14 - 420001 - 420050</td> </tr> <tr> <td>Box 15 - 420051 - 420101</td> <td>Box 16 - 430001 - 430050</td> </tr> <tr> <td>Box 17 - 430051 - 430100</td> <td>Box 18 - 430101 - 430150</td> </tr> <tr> <td>Box 19 - 430151 - 430200</td> <td>Box 20 - 430201 - 430250</td> </tr> <tr> <td>Box 21 - 430251 - 430300</td> <td>Box 22 - 430301 - 430350</td> </tr> <tr> <td>Box 23 - 430351 - 430400</td> <td>Box 24 - 430401 - 430450</td> </tr> <tr> <td>Box 25 - 430451 - 430500</td> <td>Box 26 - 430501 - 430514</td> </tr> </table>	Box 1 - 400001 - 400050	Box 2 - 400051 - 400100	Box 3 - 400101 - 400150	Box 4 - 400151 - 400200	Box 5 - 400201 - 400250	Box 6 - 400251 - 400300	Box 7 - 400301 - 400350	Box 8 - 400351 - 400400	Box 9 - 400401 - 400450	Box 10 - 400451 - 400500	Box 11 - 400501 - 400550	Box 12 - 400551 - 400600	Box 13 - 400601 - 400638	Box 14 - 420001 - 420050	Box 15 - 420051 - 420101	Box 16 - 430001 - 430050	Box 17 - 430051 - 430100	Box 18 - 430101 - 430150	Box 19 - 430151 - 430200	Box 20 - 430201 - 430250	Box 21 - 430251 - 430300	Box 22 - 430301 - 430350	Box 23 - 430351 - 430400	Box 24 - 430401 - 430450	Box 25 - 430451 - 430500	Box 26 - 430501 - 430514	1023-7, item 59 7/90
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Box 15 - 420051 - 420101	Box 16 - 430001 - 430050																											
Box 17 - 430051 - 430100	Box 18 - 430101 - 430150																											
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Box 23 - 430351 - 430400	Box 24 - 430401 - 430450																											
Box 25 - 430451 - 430500	Box 26 - 430501 - 430514																											
27-29	<p><u>Food Stamp Negative Review Folders</u> (Kraft envelopes with contents each numbered) 10/83 - 9/84 Reporting Period</p> <p>Includes a Food Stamp schedule, worksheets, facesheets and completed forms and correspondence related to the review. Boxes contain records as follows.</p> <table style="width: 100%; border: none;"> <tr> <td>Box 27 - 46001 - 46200</td> <td>Box 28 - 46201 - 46400</td> </tr> <tr> <td>Box 29 - 46401 - 46535</td> <td></td> </tr> </table>	Box 27 - 46001 - 46200	Box 28 - 46201 - 46400	Box 29 - 46401 - 46535		1023-7, item 40 7/90																						
Box 27 - 46001 - 46200	Box 28 - 46201 - 46400																											
Box 29 - 46401 - 46535																												

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. 33.09.00 K4.05	ACCESSION NO. 88W209	DATE REC'D 9-28-87
b) AGENCY DHR/IMA	LOCATION - RANGE: 13 SECTION(S): 11 NO. OF CU. FT.: 26	
c) DIVISION/UNIT Quality Control		
d) MAILING ADDRESS Metro Plaza Liberty Heights Ave, & Reisterstown Road Baltimore, Maryland 21215	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Michael Blum	PHONE NO. 333-0867	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)																										
1-25	<p><u>ADFC Active Review Folders</u> (Kraft envelopes with contents each numbered) <u>April 1984 - September 1984 Reporting Period</u> Includes an ADFC schedule, worksheets, facesheets and completed forms and correspondence related to the QC review: Boxes contain records as follows:</p> <table style="width: 100%; border: none;"> <tr> <td>Box 1 -(10001 -10005):</td> <td>Box 2 -(100051- 100100)</td> </tr> <tr> <td>Box 3--(100101 -100150):</td> <td>Box 4 -(100151- 100200)</td> </tr> <tr> <td>Box 5 -(100201 -100250):</td> <td>Box 6 -(100251- 100300)</td> </tr> <tr> <td>Box 7 -(100301 -100350):</td> <td>Box 8 -(100351 -100400)</td> </tr> <tr> <td>Box 9 -(100401 -100450):</td> <td>Box 10 -(100451-100500)</td> </tr> <tr> <td>Box 11 (100501 -100550):</td> <td>Box 12 -(100551 -100600)</td> </tr> <tr> <td>Box 13 (100601 -100650):</td> <td>Box 14 -(100651-100700)</td> </tr> <tr> <td>Box 15 (100701 -100750):</td> <td>Box 16 -(100751-100800)</td> </tr> <tr> <td>Box 17 (100801--100850):</td> <td>Box 18 -(100851-100900)</td> </tr> <tr> <td>Box 19 (100901 -100950):</td> <td>Box 20 -(100951-100000)</td> </tr> <tr> <td>Box 21 (101001 -101050):</td> <td>Box 22 -(101051-101100)</td> </tr> <tr> <td>Box 23 (101101 -101150):</td> <td>Box 24 -(101151-101200)</td> </tr> <tr> <td>Box 25 (101201 -101257):</td> <td></td> </tr> </table> <p><u>ADFC NEGATIVE REVIEW FOLDERS</u> (Kraft envelopes with contents each numbered) April 1984. Reporting Period. Includes an ADFC schedule, worksheets, facesheets and completed forms and correspondence related to the QC review. Boxes contain records as follows:</p> <p>Box 26 (16001-16176)</p>	Box 1 -(10001 -10005):	Box 2 -(100051- 100100)	Box 3--(100101 -100150):	Box 4 -(100151- 100200)	Box 5 -(100201 -100250):	Box 6 -(100251- 100300)	Box 7 -(100301 -100350):	Box 8 -(100351 -100400)	Box 9 -(100401 -100450):	Box 10 -(100451-100500)	Box 11 (100501 -100550):	Box 12 -(100551 -100600)	Box 13 (100601 -100650):	Box 14 -(100651-100700)	Box 15 (100701 -100750):	Box 16 -(100751-100800)	Box 17 (100801--100850):	Box 18 -(100851-100900)	Box 19 (100901 -100950):	Box 20 -(100951-100000)	Box 21 (101001 -101050):	Box 22 -(101051-101100)	Box 23 (101101 -101150):	Box 24 -(101151-101200)	Box 25 (101201 -101257):		<p>1023-7 item 55 7/90</p> <p><u>Disposal:</u> 8/8/90 JBC</p> <p>1023-7 item 56 7/90</p>
Box 1 -(10001 -10005):	Box 2 -(100051- 100100)																											
Box 3--(100101 -100150):	Box 4 -(100151- 100200)																											
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Box 15 (100701 -100750):	Box 16 -(100751-100800)																											
Box 17 (100801--100850):	Box 18 -(100851-100900)																											
Box 19 (100901 -100950):	Box 20 -(100951-100000)																											
Box 21 (101001 -101050):	Box 22 -(101051-101100)																											
Box 23 (101101 -101150):	Box 24 -(101151-101200)																											
Box 25 (101201 -101257):																												
26																												

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 709-1377)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 33.09.00</p> <p>b) AGENCY Department of Human Resources Income Maintenance Administration</p> <p>c) DIVISION/UNIT Quality Control</p> <p>d) MAILING ADDRESS Saratoga State Center 311 W. Saratoga Street Baltimore, Maryland 21201</p> <p>e) AGENCY OFFICIAL Michael C. Blum</p>	<p>14.05</p> <p>89W448</p> <p>LOCATION - RANGE 109 SECTION(S) 17</p> <p>RECORDS CENTER MANAGER Paul C. Lamberson</p>	<p>DATE RECD 11-9-88</p> <p>NO. OF CL. FT. 1</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</p> <p><u>FOOD STAMP ACTIVE REVIEW FOLDER</u> (Kraft envelope with contents each numbered)</p> <p><u>APRIL 1984 - JUNE 1985 REPORTING PERIOD</u></p> <p>Box 1 - (Food Stamp Miscellaneous Information)</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)</p> <p>1023-7 Item 59 July 1990</p> <p style="font-size: 2em; font-family: cursive;">Disposal 8/8/90 PL</p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE • 796-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 33.06.00.04	ACCESSION NO. 1405 90W194	DATE REC'D 9-8-89
b) AGENCY DHR Office of Information Management	LOCATION - RANGE 33 SECTION(S) 30 NO OF CU FT. 18	
c) DIVISION/UNIT User Support	RECORDS CENTER MANAGER	
e) MAILING ADDRESS 311 W. Saratoga Street, Rm. 439 Baltimore, Md. 21201	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
d) AGENCY OFFICIAL Eileen E. Sturgill	PHONE NO. 333-0974	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	<i>AIMS Reports</i>	
1	5201 + 5202 9/17/88, 11/23/88, 11/30 - 12/9/88	1023-7 Item 32
2	" " 12/20/88 - 1/3/89, 10/3/88	July 1990 D & 90 NCB
3	" " 1/4/89 - 1/13/89, 12/21/88, 12/22	
4	" " 1/11/89 - 1/24/89	
5	" " 1/25/89 - 2/3/89, 1/11, 1/31	
6	" " 2/6/89 - 2/16/89, 1/6/89	
7	" " 2/18/89, 2/17/89 - 2/23/89	
8	" " 2/24/89 - 3/7/89	
9	" " 3/8/89 - 3/18/89, 3/2/89	
10	" " 3/20/89 - 3/29/89	
11	" " 3/30/89 - 4/10/89	
12	" " 4/11/89 - 4/18/89	
13	" " 4/20/89 - 4/27/89	
14	" " 4/28/89 - 5/9/89	
15	" " 5/10/89 - 5/30/89	
16	" " 5/15/89 - 5/25/89	
17	" " 5/30/89 - 6/8/89	
18	" " 12/12/88 - 12/19/88	

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE <p align="center">33 05.01 1404</p>	ACCESSION NO. <p align="center">88W181</p>	DATE RECD <p align="center">9-18-87</p>
2. AGENCY <p align="center">DHR / OA</p>	LOCATION - RANGE <p align="center">108</p>	SECTION(S) <p align="center">7</p>
3. DIVISION / UNIT <p align="center">DIRECTIVES Control</p>	NO OF CU. FT. <p align="center">4</p>	
4. MAILING ADDRESS Room 605 1100 N. Eutam St BALTO, MD 21201	RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL SANDIE E MARTIN 3330357	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	SSA MANUAL Releases 1 thru 134	9189
2	FOOD STAMP MANUAL Releases 1-10 DHR MANUAL " 1-10	" Jan. 1990 "
3	Aims MANUAL Releases 1-4 M& LAW MANUAL 1-3	" 7
4	Obsolete SSA MANUAL Releases 1976-1984	" 1023-6 #2-

Disposal 3/3/98
[Signature]

RECORDS TRANSMITTAL

AND RECEIPT

14.04

Complete at State Records Center

Accession No.

87W511

Date Received

12-18-86

Signature

Title

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

Department of Human Resources
Office of Administration
1123 N. Eutaw St.

2. Building and Room

Room 103

3. Phone

333-0309

4. To: State Records Center

5. Signature: (Agency Official)

Joseph M. Carthy

6. No. of Cu.Ft.

~~5~~ 6

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-6
S-19

1-6

Project Documentation
(T/O Charts)
1986

1023-6,
item 39
1/90

Disposal:
1-20-90
gplz

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DO NOT WRITE

Accession No. **86W651** Date Received **5-12-86**

1. FROM: (Name, Division, Address or Agency)
Department of Human Resources
AIMS Fiscal Unit
1123 N. Eutaw Street - Suite 601

Signature
Title

2. Building and Room
APU 601

3. Phone **14.04**
383-4143

4. To: State Records Center
Waterloo

5. Signature: (Agency Official)
Aaron Von Moore

6. No. of Cu.Ft.
69 cu. ft. PAGE 1 of 7

R-22
S-33-35

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
		<u>CANCELLED CHECKS DATE</u>	1032/6 32
	1	PA Cancelled Checks - 9/85 #480813 to 1347145	
	2	PA Cancelled Checks - 9/85 1347147 - 1352558	1089 Jan. 1990
	3	PA Cancelled Checks 9/85 1352559 - 1358063	
	4	PA Cancelled Checks - 9/85 1358064 - 1363631	
	5	PA Cancelled Checks - 9/85 1363632 - 1369340	
	6	PA Cancelled Checks - 9/85 1369341 - 1374905	
	7	PA Cancelled Checks - 9/85 1374906 - 1380577	
	8	PA Cancelled Checks - 9/85 1380578 - 1385752	
	9	PA Cancelled Checks - 9/85 1385753 - 1390942	
	10	PA Cancelled Checks - 9/85 1390943 - 1396091	
	11	PA Cancelled Checks - 9/85 1396092 - 1410181	
	12	PA Cancelled Checks - 9/85 1410183 - 1417130	

NOTE: Each box is 1 cu. ft.

Disposal
1-27-90
PPG

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 14.04		ACCESSION NO. 90W199	DATE REC'D 9-8-89
B. DIVISION/UNIT OA/AIMS FISCAL UNIT		RM CODE	
C. MAILING ADDRESS 311 SARATOGA STREET RM 925		LOCATION RANGE SECTION(S) 17 11	NO. OF CU. FT. 5
D. PHONE NO. 333-0568		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL AARON MOORE		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 thru 5	FOOD STAMP RUNS 2/86 & 11/86 & 12/86	1023/6 32 12/89 1/90 Disposal 1/27/90 [Signature]

DATE SHIP	STATE NO	DESCRIPTION OF CONTENTS	DESTINATION
--------------	-------------	----------------------------	-------------

JESSUP'S

NO OF
CU FT
5

1986
FOOD STAMP RUNS/
OCR DATA

1	FOOD STAMP RUNS OCR DATA
2	S417 P/R PA/FS 2/6/86 HOMELESS - PATAPSCO
3	S417 2ND HALF 12/10/86
4	S417 1ST HALF 12/10/86 S417 12/9 - 12/16/86
5	S417 11/6/86

9

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

14.01

DEPT. HUMAN RESOURCES

Reporting Agency

OFFICE OF 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
86W346	GEN. CORR.	1023-1	1	1983-85	10	01/90	RECYCLED
86W345	GEN. CORR.	1023-1	1	1983-85	9		
86W347	GEN. CORR.	1023-1	1	1983-85	2		
86W352	GEN. CORR.	1023-1	1	1983-85	26		

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


Signature

RECORDS CENTER MANAGER
Title

03/20/90

Date

EA

RECORDS TRANSMITTAL

14.01

DHR AND RECEIPT DHR LOCAL OFFICE CENTRAL OFFICE

Accession No. 86W346 Date Received 12-3-85

Signature Title

From: (Name, Division, Address or Agency) Office of the Secretary Dept. of Human Resources (33.01.01.0100) 1100 N. Eutaw St., Room 600 Balto. Md

Building and Room 3. Phone Room 600 383-5528

4. To: State Records Center

5. Signature: (Agency Official) Sandra Martin

6. No. of Cu.Ft. 10

Table with 4 columns: 7. Records Location (Center), 8. Box Numbers, 9. Description of Records With Inclusive Dates, 10. Disposal Authority (Schedule and Item No.) & Date of Disposal. Includes handwritten notes like 'R-1 S-17' and 'Disposal: 1-10-90 GRC'.

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL

Complete at State Records Center

DHR AND RECEIPT DHR
 LOCAL OFFICE _____ CENTRAL OFFICE X

Accession No.	Date Received
---------------	---------------

From: (Name, Division, Address or Agency)
 Dept. of Human Resources (33.01.01.0100)
 Office of the Secretary
 1100 N. Eutaw Street

Signature _____
 Title _____

Building and Room: Room 600
 3. Phone: 383-5528

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.) & Date of Disposal
	3	Ofc. of the Secy. - Gen. Corr. (1983-1985) Servi-e Corps SCT SAPS SA Guardianship Rounds Respite Care Refugee I PH Zion Home PIO Mailing List PIO Monthly IMA City Press Newsletter PIO I & II	1023-1 1 10/23/89
	4	Ofc. of the Secy. - Gen. Corr. (1983-1985) PH-DHMH PIO Logos Planned Parenthood PPES 81 P. Gen. PS Gen. PS Abuse PS Allocation PS Fritz HHS GA SAPS II PS Help PTE Public Safety OC I, II, III	1023-1 1 10/23/89
	5	Ofc. of the Secy. - Gen. Corr. (1983-1985) SS In-Home I & II Appeals Camping Maternity Home Care	1023-1 1 10/23/89

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RECORDS TRANSMITTAL

DHR AND RECEIPT DHR
 LOCAL OFFICE _____ CENTRAL OFFICE X

Accession No.	Date Received
---------------	---------------

1. From: (Name, Division, Address or Agency)
 Dept. of Human Resources (33.01.01.0100)
 Office of the Secretary
 1100 N. Eutaw Street

Signature _____
 Title _____

2. Building and Room Room 600
 3. Phone 383-5528

4. To: State Records Center
 6. No. of Cu.Ft.

5. Signature: (Agency Official)

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.) & Date of Disposal
	5 cont.	FC RICCA Excess II FCB Research Triangle SSRS SSCIS I & III SS Audit SB 574 SPS SPS DHMH Spanish Commission Simmons SFTC Conference Sinclair SETC <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u>	1023-1 1 10/23/89
	6	Woodbourne Center WP I, II, III, IV Allocations Welfare Rights TEO WRO Youth Employment I & V Starnes Homemakers Stoops Stevens Suit Summer Scholastic Employment <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u>	1023-1 1 10/23/89
	7	SS-SB 905 SS Purchase Contracts SSO III, II S-O SS Public Housing SS Monthly Reports SS Mgmt. Plan Title XX	1023-1 1 10/23/89

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RECORDS TRANSMITTAL

Complete at State Records Center

DHR AND RECEIPT DHR
 LOCAL OFFICE CENTRAL OFFICE X

Accession No.	Date Received
Signature	
Title	
4. <u>To:</u> State Records Center	
6. No. of Cu.Ft.	

From: (Name, Division, Address or Agency)
 Dept. of Human Resources (33.01.01.0100)
 1100 N. Eutaw
 Baltimore, Md. 21201

Building and Room 3. Phone
 Room 600 383-5528

5. Signature: (Agency Official)

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.) & Date of Disposal
	7 cont.	WP Prince George's Co. FC Stability Project FCC PH Oversight Committee B. City FC Cap SOICC II FC Tricca	
	8	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Title XX Adv. Commission V Title XX Training IV OPPE VI Exhaustees Study Dorchester Co. Dellmuth TEO SACVE TEO Spec. Grant II TEO St. Contract Eutaw, II Eutaw Renovations AFSCME E. Balto. Family Guidance Center P-CL	1023-1 1 10/23/89
	9	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> TEO I, II, TEO Education I, II Grants Investigation OIC SACVE St. Board I, II, III, IV, V St. Bd. Membership SSA Serve SSA Svs. Delivery SS General SSRS SSQC SSQSR	1023-1 1 10/23/89

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RECORDS TRANSMITTAL

DHR
 LOCAL OFFICE _____ AND RECEIPT DHR
 CENTRAL OFFICE X

Accession No. _____ Date Received _____

Signature _____
 Title _____

From: (Name, Division, Address or Agency)
 Dept. of Human Resources
 1100 N. Eutaw Street (33.01.01.0100)
 Balto, Md. 21201

Building and Room _____ 3. Phone _____
 Room 600 383-5528

4. To: State Records Center
 6. No. of Cu.Ft. _____

5. Signature: (Agency Official) _____

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.) & Date of Disposal
	10	Ufc. of the Secy. Gen. Corr (1983-1985) P-CL Comments P-CL Materials P-CL SSA Title XX HR 343 Title XX Advisory Committee II, III, IV Title Twenty Training I, II, III	1023-1 1 10/23/89

EA

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a) AGENCY CODE 1. 33.01.01 0100 01 <i>14.01</i>		ACCESSION NO. <i>86W345</i>	DATE REC'D <i>12-3-85</i>
b) AGENCY Department of Human Resources		LOCATION RANGE <i>102</i>	SECTION(S) <i>10</i>
c) DIVISION/UNIT Office of the Secretary		NO. OF CU. FT. <i>9</i>	
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Ann E. Jackson		PHONE NO. 383-3472	

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	Ofc. of the Secy. - Gen. Corr. (1983 - 1985) AELR AFDC Enumeration Lump Sum General	1023-1 1 10/23/89 <i>Jan. 1990</i>
2	Adm., Office of III, II, I Ofc. of the Secy. - Gen. Corr. (1983 - 1985) AIMS-FNS AIMS-Regional Correspondence AIMS-Single Data Base Anne Arundel County-DSS Attorney General Baltimore County Big Brothers and Sisters Baltimore City Suit Calvert County & Charles County (Fiscal Problem) Cecil County Cheese Child Welfare-IV-B	1023-1 1 10/23/89 <i>DISPOSAL 3/3/90</i>
3	Ofc. of the Secy. - Gen. Corr. (1983-1985) CSEA-II, I CIS Community Services Block Grant-I Corrective Action Panel Correspondence - General Data Processing-General Directives Control Employment Initiatives-V Federal Legislation Food Stamps-I	1023-1 1 10/23/89

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c) DIVISION/UNIT Office of the Secretary		LOCATION - RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Ann E. Jackson		PHONE NO. 383-3472	
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)	
4	<u>Ofc. of the Secy. - Gen. Corr. (1983 - 1985)</u> Foster Care Conservation of Funds Foster Care/Excess Cost Fraud - Hotline Fringe Benefits Fungibility - II, I General Adm. Cost Containment - '81-'82 Governor GPA-Policy Implementation - Overtime Project Local Department of Social Services	1023-1	1 10/23/89
5	<u>Ofc. of the Secy. - Gen. Corr. (1983 - 1985)</u> Child Support, III IMA, IV, III, II	1023-1	1 10/23/89
6	<u>Ofc. of the Secy. - Gen. Corr. (1983 - 1985)</u> Monthly Activity Reports to the Governor Monthly Reports to the Secretary OBRA Impact Procurement I Protective Services/Parent Aide CIS - Child Welfare Sick Leave Sykes	1023-1	1 10/23/89
7	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Meagher MEAP Local/Federal Project - SSA Local State Adm. Task Force on Acct. Local State Administration Mass. Computer Matching MBO - Michigan Material MBO - Reference material Montgomery County DSS	1023-1	1 10/23/89

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c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Ann E. Jackson	PHONE NO.	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)
8	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Gehrman, Richard SSA, VI, V, IV, III	1023-1 1 10/23/89
9	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Dpy. Bill Benton materials	1023-1 1 10/23/89

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RECORDS TRANSMITTAL AND RECEIPT

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a) AGENCY CODE 1. 33.01.01.0100.01		14.01	ACCESSION NO.	DATE REC'D
b) AGENCY Department of Human Resources			86W347	12-3-85
c) DIVISION/UNIT Office of the Secretary			LOCATION - RANGE 101	SECTION(S) 31
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600				NO. OF CU. FT. 2
e) AGENCY OFFICIAL Ann E. Jackson		PHONE NO. 383-3472	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	Office of the Secretary - General Correspondence Budget Materials	1023-1 1 10/23/89
2	Office of the Secretary - General Correspondence Includes Deputy Secretary's Employment Security materials, Federal Cutback Strategy, and various Rule Changes Inclusive dates 1983 to 1985	1023-1 1 10/23/89 Jan. 1990 Disposal 3/3/90 RL

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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. 33.01.01(0100)01		ACCESSION NO. 86W352	DATE REC'D 12-3-85
b) AGENCY Department of Human Resources		LOCATION RANGE 101	SECTION(S) 31
c) DIVISION/UNIT Office of the Secretary			
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sandee Martin		PHONE NO. 383-5528	
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	Ofc. of the Secy. - Gen. Corr. (1983 - 1985) Adoption - GA Adoption Subsidy - II Adoption Subsidy - GA APWA - III, II OAG - DHR AG - Child Advocacy Project AG III, II Aging - GA AIMS - VII Audits Audit - Child Care Food Program Audit - Legislative Auditor B - Jobs Bill - General B - Budg. - IM B - Budg. - SSA-II Bandelin Broadwater	1023-1 1 10/23/89- Jan. 1990 Disposal 3/3/92 RL
2	Ofc. of the Secy. - Gen. Corr. (1983-1985) B - Bud.-GA-IM B - Bud.-GA-Materials B-Bud.-II Baltimore Jewish Council Battered Spouse Battered Spouse - GA Battered Spouse - House of Ruth Blueprint VII, IV, III, II Blueprint Material C-Purchasing	1023-1 1 10/23/89-

RECORDS TRANSMITTAL AND RECEIPT

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a) AGENCY CODE 1. 33.01.01(0100)01	ACCESSION NO.	DATE REC'D
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)
3	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> B - Reagan III (1984) B - CIS B - - GA B - - GA Materials B - - MARC Analysis B - - Work Plan B - - I, II	1023-1 1 10/23/89
4	Deficit Reduction Act <u>Ofc. of the Secy. - Gen. Corr. (1983 - 1985)</u> B - Fungibility Blanton B - Stettler Convenants B - Title XX, II Balfour, Dale Balfour, Dale - Assignments B - Budg.- Cost Containment B - Budg.- VI B - Budg.- GA-CPA B Bud. - Outside MARC B - Budg.- GA-SS B - Budg. V (GA) B - Budg. III B - Budg. IV	1023-1 1 10/23/89
5	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> C-R-IV, II, II C-Mayor Cade Catholic Charities, Inc. Bobbie Robinson CHC Cheltenham Center Comptroller's Office	1023-1 1 10/23/89

RECORDS TRANSMITTAL AND RECEIPT

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

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b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL PHONE NO. Sandee Martin 383-5528	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)
6	Commission - HJR 70 Community Resources Rule Contracts Coolahan CPA-Monthly Calvert County Caroline County Cecil County Charles County Charles County - Sexual Harrassment <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> CSE - R01 CPA - R CPA - O CSA - General III, II CSA - GA-II CSA - LPA CSA - MRDC CSA - R CSA - Spanish Speaking Community of Maryland CSA - GA CSA - General CSA - General IV CSA CSA-B CSA-III, V CSA - Bradford	1023-1 1 10/23/89
7	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> CSE-Contractuals CSE-GA, II c-CSE CSE-GA	1023-1 1 10/23/89

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
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a) AGENCY CODE 1. 33.01.01(0100)01	ACCESSION NO.	DATE REC'D
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL PHONE NO Sandee Martin 383-5528	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)		
8	CSE-Incentives CSE-Non-AFDC CSE-O CSE-OECS CSE-Trip CSE-Trip, II Cylburn (January-July 1977) Cylburn II Systems DC-ABT DC-Allocations DC-ARC-II DC-Anne Arundel DC-Appalachian Regional Commission DC-ARC DC-ARC-II DC-IV-A DC-III DC-B, IV DC-B-C Eutaw <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> E-Fuel Fund EAFc EAFc-II EAFc-HB 495 E-MEAP - '83-'84 E-M E-M, VII, VI, V, IV, III, II, I E-M Benefit Matrix E-M - Building Operators E-M-C1	1023-1	1	10/23/89

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a) AGENCY CODE 1. 33.01.01(0100)01	ACCESSION NO.	DATE REC'D
b) AGENCY Department of Human Resources		
c) DIVISION/UNIT Office of the Secretary	LOCATION - RANGE	SECTION(S) NO. OF CU. FT.
d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)
9	Ofc. of the Secy. - Gen. Corr. (1983 - 1985) GETC (Dislocated Workers) GETC (Governor's Employment & Training Council) GETC, II, IV GPA CPA, II, II Hall, Pat Hampden - Lease Handicapped I Harel Harford County	1023-1 1 10/23/89
10	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> E-M-City Audit E-M-Commission E-M-Correspondence E-M-Cotton E-M-Current E-M-DP E-M-DP, III, II E-M-ECIP E-M-Emergencies E-M-Energy Advocates E-M-Federal E-M-Field Operations E-M-Fuel Fund E-M-GA E-M-Hollinger Bill E-M-HB 554 E-M- "K" Plan E-M-LAAS E-M-Local Administration E-M-O E-M-Other States	1023-1 1 10/23/89

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
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<p>a) AGENCY CODE 1. 33.01.01(0100)01</p>	<p>ACCESSION NO.</p>	<p>DATE REC'D</p>
<p>b) AGENCY Department of Human Resources</p>		
<p>c) DIVISION/UNIT Office of the Secretary</p>	<p>LOCATION RANGE SECTION(S)</p>	<p>NO. OF CU. FT.</p>
<p>d) MAILING ADDRESS 1100 N. Eutaw Street, Room 600</p>	<p>RECORDS CENTER MANAGER</p>	
<p>e) AGENCY OFFICIAL PHONE NO. Santee Martin 383-5528</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
11	<p>E-M-Outreach E-M-Planning E-M-Prince George's County E-M-Reconciliation E-M-Reports E-M-Reports - E-M-Simmons E-m-B-LAAS E-M-Talbot County EOO-D <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Jimeno Jeffers Johnson v. Solomon Jones Jones, II JSA JSA-Network Project JSA-O Judicare-APS Guardianship Case Judicare-APS Guardianship Case, II Kent County Klenier Klenier Klenam Kopp, II, I Lansburgh LD-LGA LD-NPS LD-NPS, IV, II, II LPO-II, I</p>	<p>1023-1 1 10/23/89</p>

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e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)		
12	Ofc. of the Sec. - Gen. Corr. (1983-1985) Health and Welfare Council Health and Welfare Banquet HHS-Michael Amendment HHS HHS-R, II Hispanic Commission Harford - Forward Step Homeless Women - Legislation IAC, II, I IAC-Channeling Project IAC, VI, V, IV Aging-B IAC, III	1023-1	1	10/23/89
13	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> IMA-O IMA-Performance Indications Report IMA-Productivity, I IMA-PRO-Rating IMA-Monthly Reports IMA-Oversight Committee IMA-OC-OGWO IMA-Reagan II (TEFRA) IMA-R-AELR IMA-R-AELR, II IMA-Readability IMA-Recons, II, I	1023-1	1	10/23/89
14	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> IMA-Recoupment IMA-Recoupment-Trip IMA-School Attendance IMA-Simmons IMA-SIU	1023-1	1	10/23/89

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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
15	IMA-Recons, III IMA-SIU-GA IMA-SRS IMA-Support Contributions IMA-Third Party Payments IMA-Unborn IMA-Vacancies IMA-Verification, II, I IMA-Wage Screening IMA-Workload Standards IMA-Work Study Grants IYC <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> DC-Baltimore County DC-Carroll DC-CCB DC-Cecil DC-C DC-Correspondence DC-Dorchester DC-Family Licensing, II DC-Frederick, II, II DC-GA DC-C-General DC-Harford DC-HHS-Management Project DC-Licensing DC-Manual DC-St. Mary's County DC-Montgomery DC-Closing of State Operated Day Care Center	1023-1 1 10/23/89

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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
16	DC-State Operated Centers DC-Positions DC-Press DC-Prince George's DC-State Lease DC-State Operated Centers, II DBFP-II <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> Project	1023-1 1 10/23/89
17	Prince George's IM PS General, III PS Registry II, I SSA Child Abuse Report (Balto. County) QC-MA <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> P-Comp Leave P-Consolidated Manpower P-Contractual P-Flex P-Hicks P-Layoffs-V, IV, III, II, I P-General P-Unclassified P-General, II P-Perry P-Perry P-Work place Project 504	1023-1 1 10/23/89
18	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> McKeever MEAP Migratory Labor, III, II, I	1023-1 1 10/23/89

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b) AGENCY Department of Human Resources		
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e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)
19	Montgomery County, II, II, I Montgomery County, SON O-I OPPE Monthly Reporting O-SSA OPPE Invoice processing O-OA, II, I Osborne OCS OS-R Office PA Insurance OPPE, II, I P-603's OPPE-AS ORPE-R O-Regulation Changes <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> IAC Domiciliary Care IAC Gateway IAC-Long term care board IMA P-CL IMA P-C IMA Allocations IMA Audit 10/78 IMA Check Stuffer IMA Audit Management Plan IMA HHS Region AIMS Fiscal B-Overtime Absence Cabinet CA Plan	1023-1 1 10/23/89
20	<u>Ofc. of the Secy. - Gen. Corr. 1983-1989)</u> ESA, II, I ESA-Advisory Council ESA-ASJT/NPS	1023-1 1 10/23/89

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c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
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e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)
23	Fraud Match Friedman FS, I FS Allocations, II, I FS Changes FS Corrective Action FS-GA State Funding <u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> FC-Demo Project FC-Excess FC-FP Insurance FC-General, III, II, I FC-HB 665 FC-H FC-MIP FC-Negotiated Rates FC-O FC-Rates FC-Residential Care Facilities, II, I FCRB General, IV, III, II, I	1023-1 1 10/23/89
24	<u>Ofc. of the Secy. - Gen. Corr. (1983-1985)</u> DC-RIFS DC-General, III DC-Tasl Force Report DC-Voucher Grant DC-Wicomico DC-DET, II Deaf Referral Developmental Disabilities, I DHMH 248 DHMH, II, I	1023-1 1 10/23/89

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c) DIVISION/UNIT Office of the Secretary	LOCATION RANGE	SECTION(S) NO. OF CU. FT.
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e) AGENCY OFFICIAL Sandee Martin	PHONE NO. 383-5528	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)
	SSA-State Coordinated Committee for Handicapped Children University of Maryland, II, II	

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

14.04

DEPT. HUMAN RESOURCES

ADMIN.-AIMS FICAL UNIT
DIVISION

NO.	Description of Records	Sched	Item No.	Dates of Records Disposal of	Volume	Dates of Disposal	Method of Disposal
83W1	RESEARCH DATA	1023-6	5	1973-81	9	1/91	RECYCLED
88W944	FOOD STAMP RUNS	1023-6	32	1987	11		
87W900	PA RUNS	1023-6	32	10/86	12		
87W891	CHILD SUPPORT	1023-6	32	1986	9		
87W503	FOOD STAMP RUNS	1023-6	32	1986	20		


Signature

RECORDS CENTER MANAGER
Title

03/26/91
Date

RECORDS TRANSMITTAL

Complete at State Records Center

DHR **E** LOCAL OFFICE _____ AND RECEIPT DHR _____ CENTRAL OFFICE

1404

Accession No. **83W1** Date Received **6-28-82**

1. From: (Name, Division, Address or Agency)
John Head (For Bonnie Sether Hasler)
1100 N. Eutaw St.
Room 312, Balto., Md.

Signature _____
Title _____

2. Building and Room
Room 312

3. Phone
383-4018

4. To: State Records Center
WATERLOO

5. Signature: (Agency Official)
B. Hasler / J. Head

6. No. of Cu.Ft.
9

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-40 S-27	1	Research Data-GPA (1978-1981)	& Date of Disposal Schedule # 866 Item #7 Date of Disposal 1/91 1023 - 6 # 5 Disposal: 2-10-90 9PP 5/11/91 POC
	2	EPPES Material (1973-1980)	
	3	Purchase of Service Evaluations (1978-81)	
	4	Purchase of Service Monitoring Reports (1978-1981)	
	5	Purchase of Service Evaluation (1978-1981)	
	6	PPES Material (1978-1981)	
	7	EPPES Material (1973-1980)	
	8	Research Data (1978-1981)	
	9	EPPES Material (1973-1978)	

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1. AGENCY CODE 14. 04 .04		ACCESSION NO. 88W944	DATE REC'D 3-18-88
2. AGENCY Dept. of Human Resources			
3. DIVISION / UNIT Off. of Adm./AIMS Fiscal Unit		LOCATION - RANGE 40 SECTION 4	NO. OF CU. FT. 11
4. MAILING ADDRESS 311 W. Saratoga St. 9th Flr.		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL Aaron Von Moore	PHONE NO. 333-0568	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 thru 11	FOOD STAMP RUNS S416 PA/FS 8/87 S417 ATP county S417 CITY ATP 11/12 - 11/30/87 S417 COUNTY ATP 11/2 - 11/16/87 S419 11/30/87 S550 8/31/87 & ATI 11/17 - 11/30/87 S551 10/1/87 - 11/1/87 & 12/1/87 S552 11/30/87 S564 8/31/87 - 9/30/87 & 10/31/87 S461 ATI 11/2/ - 11/30/87	1023/6 32 Jan. 1991 Disposal 5/11/91 RR RECEIVED DEC 10 1987 DIV. OF GENERAL SERVICES

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a) AGENCY CODE 33-05 14.04		ACCESSION NO. 87W900	DATE REC'D 4-24-87
b) AGENCY DHR		LOCATION - RANGE 39	SECTIONS 25
c) DIVISION/UNIT AIMS Fiscal Unit			
d) MAILING ADDRESS 1123 N. Eutaw St. <i>Rm. 601</i> Baltimore, Md. 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0380	
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 thru 12	PA Runs 10/86	1023/6 #32 11/90 <i>Jan. 1991</i> <i>Disposal!</i> <i>4/13/91</i> <i>AW</i>

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4 AGENCY CODE 23.05 14.04		ACCESSION NO. 87W891	DATE REC'D 4-24-87
5 AGENCY Department of Human Resources		LOCATION - RANGE 37	SECTION 35
6 DIVISION/UNIT Off. of Adm./AIMS Fiscal Unit		NO. OF CL. PT. 9	
7 MAILING ADDRESS 1123 N. Eutaw Street Suite 601		RECORDS CENTER MANAGER	
8 AGENCY OFFICIAL Aaron Von Moore		PHONE NO. 333-0378	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS 1 thru 9	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Pre Issue Register - Child Support Also Alpha & numerical - Balto. City May 86 thru Dec. 86		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE 1023/6 #32 12/90 Jan. 1991 Disposal 4/13/91 PR

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1. AGENCY CODE 33.05.00		14.04		ACCESSION NO. 87W503		DATE RECEIVED 12-18-86					
2. AGENCY Department of Human Resources				LOCATION - RANGE 116		SECTIONS 31					
3. DIVISION / UNIT Fiscal Services/AIMS Fiscal Unit				RECORDS CENTER MANAGER		NO. OF CL. FT. 20					
4. MAILING ADDRESS 1123 N. Eutaw Street Baltimore, Md. 21201				5. AGENCY OFFICIAL Aaron Moore				6. PHONE NO. 383-4143			
7. BOX NUMBERS 1 thru 20				8. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Food Stamp Runs 4/86 to 8/86				9. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE) 023/6 #32 9/90 Jan. 1991			
								4-13-91			

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