

16.04	OAG	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
	Reporting Agency		
	Office of the Attorney General Contract Litigation Unit		
	Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
01W574	Litigation Files	1646	1	4/1985 - 2/1987	1	7/2007	RECYCLE
01W575	Litigation Files	1646	1	11/1982 - 1/1983	1	7/2007	RECYCLE
01W576	Litigation Files	1646	1	10/1985 - 7/1987	1	7/2007	RECYCLE
01W577	Litigation Files	1646	1	5/1985 - 7/1987	2	7/2007	RECYCLE

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

<u>Charlie P. Lopez</u>	<u>Records Center Manager</u>	<u>December 30, 2007</u>
Signature	Title	Date

DGS 550-2 (Rev. 1/93)

E

1

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: Office of the Attorney General 1. 22.03.00.020		ACCESSION NO. 01W574	DATE REC'D 3-22-01
B. DIVISION/UNIT: Contract Litigation Unit			16.04 RM CODE
C. MAILING ADDRESS: Office of the Attorney General 200 St. Paul Place Baltimore, Maryland 21202		LOCATION RANGE 3 SECTION(S) 16	NO. OF CU.FT. 1
D. PHONE NO. (410) 576-6991		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL: William A. Kahn Assistant Attorney General		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	
Box 1	<p><i>Appeal of The Driggs Corporation</i> State Highway Administration Contract No. B-698-514-472 I-795 Northwest Expressway Bridges over Western Maryland Railroad Docket No. MSBCA 1235 4/85 - 2/87</p> <p>Additional Claim Correspondence and Information Hearing Transcripts: 5/12/86 (pages 1-125) 5/12/86 (pages 126-254) 5/13/86 5/14/86</p> <p>Deposition Transcripts: Leroy deBruin, taken 5/8/86 Morris D. German, taken 4/17/86 David Golden, taken 4/17/86 William D. Kirk, Jr., taken 4/29/86 Dale Lang, taken 4/17/86 William G. Pechulis, taken 4/30/86 George Culbertson Safford, taken 5/1/86 F. Duncan Smith, taken 4/30/86 Joseph D. Spencer, taken 4/30/86 Henry R. Spies, taken 5/8/86 Andrew A. Vickers, taken 4/29/86</p> <p>Notes Invoices Concrete Delivery Tickets Drawings</p>	<p>Schedule 1646 Item 1 Disposal Date: July 2007</p> <p><i>DZSPPOSED</i> <i>7/16/07</i> <i>DW</i></p>	

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: Office of the Attorney General 1. 22.03.00.020		ACCESSION NO. 01W575	DATE REC'D 3-22-01
B. DIVISION/UNIT: Contract Litigation Unit			16.04 RM CODE
C. MAILING ADDRESS: Office of the Attorney General 200 St. Paul Place Baltimore, Maryland 21202		LOCATION RANGE 3 SECTION(S) 16	NO. OF CU.FT. 1
D. PHONE NO. (410) 576-6991		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL: William A. Kahn Assistant Attorney General		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	
Box 1	<p><i>Appeal of B. Paul Blaine Associates, Inc.</i> State Aviation Administration Under Contract No. SAA-SV-83-001 Air Service Planning and Economic Analysis Bid Protest Docket No. MSBCA 1123 11/82 - 1/83</p> <p>Folder Contents: Attorney notes and drafts Transcript of hearing dated 2/1/83 *****</p> <p><i>Appeal of John. W. Brawner Contracting Co., Inc.</i> Maryland Port Administration Contract No. 282012 Marine Service Building at Dundalk Marine Terminal Docket No. MSBCA 1085</p> <p><i>Appeal of J. Roland Dashiell & Sons, Inc.</i> Department of General Services Contract No. AG-000-701-101 Department of Agriculture Headquarters, Phase Two Laboratory Building Docket No. MSBCA 1078</p> <p>Consolidated in the Circuit Court for Baltimore City Law No. 83-235-003/L9935 and Law No. 83-236025/L10021</p>	<p>Schedule 1646, Item 1 Disposal Date: July 2007</p> <p><i>DISPOSED 7/16/07 DW</i></p>	

Box 1. (continued)

Maryland Port Administration v. J.W. Brawner Contracting Co., Inc., et al.
In the Court of Special Appeals
No. 1073, September Term 1984

Maryland Port Administration v. J.W. Brawner Contracting Co., Inc., et al.
In the Court of Appeals
No. 138 September Term 1984
5/82 - 5/85

Folder Contents:
Transcript of hearing in 1085 dated 11/22/82
Notes and research

Appeal of Dewey Jordan, Inc.
State Highway Administration
Contract No. B-698-509-472
Interchange at I-795 (Northwest Expressway) and I-695 (Baltimore Beltway)
Docket No. MSBCA 1304
8/86 - 5/87

Folder Contents:
Extra Pleadings
Notes and Research
Hearing transcript dated 1/7/87

Appeal of Free State Reporting, Inc.
State Law Department
Invitation for Bids for Temporary Reporting Services
Docket No. MSBCA 1180
5/84 - 6/84

Folder Contents:
Post-Hearing Briefs
Notes and Research
Transcript of hearing dated 5/11/84

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: Office of the Attorney General 1. 22.03.00.020		ACCESSION NO. 01W576	DATE REC'D 3-22-01
B. DIVISION/UNIT: Contract Litigation Unit			16.04 RM CODE
C. MAILING ADDRESS: Office of the Attorney General 200 St. Paul Place Baltimore, Maryland 21202		LOCATION RANGE 3 SECTION(S) 16	NO. OF CU.FT. 1
D. PHONE NO. (410) 576-6991		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL: William A. Kahn Assistant Attorney General		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	
Box 1	<p><i>Viscount Construction Company</i> Maryland Transportation Authority Toll Facilities Administration Contract No. BRB 4-850 Francis Scott Key Bridge Engineering/Finance Building Docket No. MSBCA 1268 10/85 - 7/87</p> <p>Proposal Form Contract Inspector's Daily Reports Deposition Transcripts: Lyle K. Aaby - taken 1/8/87 Harold J. Goodman - taken 1/14/87 Michael C. Hild - taken 12/16/86 S. Murray Miller - taken 1/13/87 John Aubrey Moeller - taken 1/13/87 Joseph M. Novak, Jr. - taken 12/16/86 Project Records</p>	<p>Schedule 1646 Item 1 Disposal Date: July 2007</p> <p><i>DISPOSED 7/16/07 DW</i></p>	

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: Office of the Attorney General 1. 22.03.00.020		ACCESSION NO. 01W577	DATE REC'D 3-22-01
B. DIVISION/UNIT: Contract Litigation Unit			16.04 RM CODE
C. MAILING ADDRESS: Office of the Attorney General 200 St. Paul Place Baltimore, Maryland 21202		LOCATION RANGE 6 SECTION(S) 2	NO. OF CU.FT. 2
D. PHONE NO. (410) 576-6991		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL: William A. Kahn Assistant Attorney General		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
Box 1	<p><i>Appeal of McLean Contracting Company</i> Maryland Transportation Authority - Toll Facilities Administration Contract No. BRB 4-563-4 Parallel Curtis Creek Bridge Docket No. MSBCA 1288 *****</p> <p><i>McLean Contracting Company v. MdTA</i> Circuit Court for Anne Arundel County Case No. 1110128/116/138 *****</p> <p><i>McLean Contracting Company v. MdTA</i> Circuit Court for Anne Arundel County Case No. 1112479/122/89 *****</p> <p><i>McLean Contracting Company v. MdTA</i> Court of Special Appeals No. 797, September Term, 1986 *****</p> <p><i>McLean Contracting Company v. MdTA</i> Court of Appeals Petition Docket No. 107, September Term, 1987 5/85 - 7/87</p> <p>Appendix to Brief (Court of Special Appeals) Research - Old State Contracts 1288 Rule 4 Submission (duplicate) Contract Alpha Corporation Delay Analysis - Computer Printouts and Graphics Report of Review of Claim by Rubino & McGeehin Copy of Rossman's Files</p>	<p>Schedule 1646 Item 1 Disposal Date: July 2007</p> <p><i>DISPOSED</i> <i>7/16/07</i> <i>DW</i></p>

Box 1 (continued)

Deposition Transcripts:

William Aycock, taken 5/19/86
Edward F. Blake, Jr., taken 5/1/86
William Edwards, taken 5/15/86
Norman E. Harrison, taken 5/20/86

Box 2

Deposition Transcripts (continued)

Richard F. Hoffman, taken 5/1/86
Richard F. Hoffman, taken 5/2/86
Richard Hoffman, taken 5/20/86
William M. Huddles, taken 10/8/87
Abba G. Lichtenstein, taken 3/4/86
Allan B. MacPherson, taken 2/20/86
Frank J. Maguire, taken 2/20/86
Frank J. Maguire, taken 2/21/86
Frank McDonough, taken 2/25/86
Frank McDonough, taken 3/6/86
Patrick A. McGeehin, taken 3/14/86
John A. Moeller, taken 2/25/86
William H. Schwarz, taken 5/19/86
Frederick W. Rich, taken 5/5/86
Bernard C. Rossman, taken 3/10/86
Michael Snyder, taken 2/24/86
Michael Snyder, taken 3/12/86

15.01.04	JUDICIARY	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Clerk's Office Baltimore County Circuit Court			
Division or Unit			

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
92W595	Juvenile Case Records	655	Sec. V-1	1984	14	7/2007	RECYCLE

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

Charlie P. Lopez
 Signature
 DGS 550-2 (Rev. 1/93)

Records Center Manager
 Title

December 30, 2007
 Date

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Clerk's Office Baltimore County Circuit <i>G.</i>	ACCESSION NO. 92W595	DATE REC'D 12-10-91
B. DIVISION/UNIT Records	RM CODE 15.01.04	
C. MAILING ADDRESS P. O. Box 6754, Towson, Md 21285-6754	LOCATION RANGE SECTION(S) 46 15	NO. OF CU. FT. 14
D. PHONE NO. 887-2616	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Frederick Williams	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
	1984 JUVENILE	
1	251 - 375 ✓	#655 Sec. V-1 1/97 DISPOSED 7/12/07 DW
2	1426 - 1549 ✓	
3	126 - 250 ✓	
4	1550 - 1679	
5	376 - 500 ✓	
6	851 - 974 ✓	
7	975 - 1050 ✓	
8	1300 - 1425 ✓	
9	1 - 125 ✓	
10	626 - 725 ✓	
11	726 - 850 ✓	
12	1176 - 1299 ✓	
13	501 - 625 ✓	
14	1051 - 1175 ✓	
	1549	

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 302
Annapolis, Maryland 21401

4307

T-186 P. 02/02 F-852

+4108873062

From-CLERK CIRCUIT COURT FOR BALTO CO

Apr-03-07 09:13am

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Suzanne Hensh, Clerk
Circuit Court for Baltimore County
County Courts Building
401 Bosley Avenue
P. O. Box 6754
Towson, Maryland 21285-6754

Court

County

ATT: William E. Altony Chief Deputy
410-887-2697

RECEIVED

JAN 29 2007

MARYLAND STATE ARCHIVES

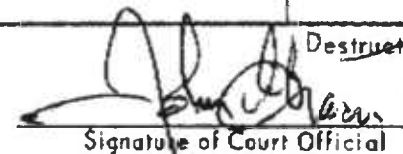
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
1984	Juvenile Case Files 84J-001 - 84J1680	2330	1	JAN 1, 1984 DEC 31, 1984	28.0 CU FT		

Destruction Approved by Hall of Records Commission

27 MAR 07
Date

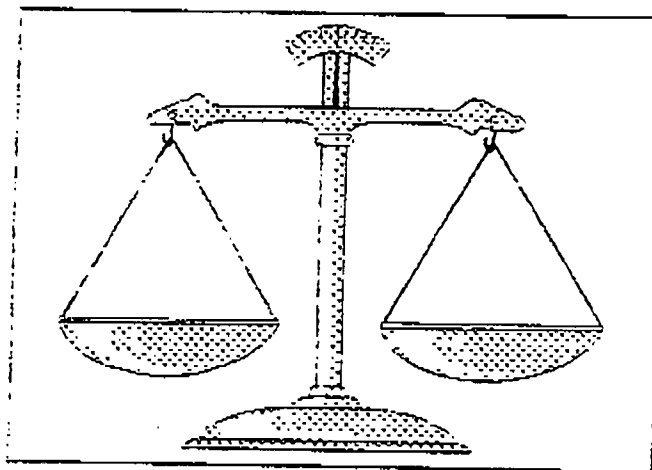
Edward C. Papenfort
State Archivist

Destruction Certification


Signature of Court Official

1 4/3/07
Title

4/3/07 Ad Judge
Date



FAX COVER SHEET

TO: Karen

FAX #: 410 799-8532

DEPT: _____

PHONE #: 410-799-~~8532~~

FROM: JOHN ALMOND

PHONE #: 410-~~2430~~ 887-3494

DEPT: CLERK'S OFFICE, CIRCUIT COURT BALTIMORE COUNTY

FAX #: 410-887-3062

PAGES: 2

(including cover page)

DATE: 4/03/07

MESSAGE:

This is the order for destruction
from Edward Papenfuss.

John

10.05	DGS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
A/E Procurement / General Professional Services Selection Board			
Division or Unit			

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W1127	A/E Procurement / GPSSB Project Files	843-5	2		1	7/2007	RECYCLE

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

Charlie P. Lopez
 Signature
 DGS 550-2 (Rev. 1/93)

Records Center Manager
 Title

December 30, 2007
 Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 28.01.01.01		ACCESSION NO. 96W1127	DATE REC'D 3-25-96
b) AGENCY Department of General Services		LOCATION - RANGE 18	SECTION(S) 16
c) DIVISION/UNIT A/E Procurement/General Professional Services Selection Board		NO. OF CU. FT. 13	
d) MAILING ADDRESS 301 West Preston Street Room M-6B Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL William A. Davis	PHONE NO. 225-4296	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-000-922-001; KT-000-921 and N-000-931-001	Partial 7/05 # 843-5
2	KN-100-911-D02; KN-121-911-D01; KN-161-911-D01	# 2
3	DT-000-910-001; KN-110-911-D01 and TB-672-930-011	Retain until 7/07
4	PD-000-931-001 and CC-000-921-001	1/04
5	UB-000-893-003	partial 7/05 7/04
6	P-008-941-001; HT-000-941-001	extended 7/2005
7	KO-000-941-001	7/2007
8	SG-000-860-001, N-000-923-001 and MR-000-921-001	
9	BA-000-871-001; S-000-913-002; BB-801-931-001;	
10	UB-000-823-401; F-024-881-016 and B-000-884-001	
11	UP-093-003-IDC; UP-093-004-IDC; UP-093-001-IDC;	
12	UP-093-002-IDC; MDE-92-4.0-TESH, MDE-93-1.0-WMA and MDE-93-2.0-WQA	
13	MDE-93-4.0-TESH; DGS-93-010-IDC; MDE-93-5.0-HSW; MDE-93-6.0-AMA, DGS-91-002-IDC and DGS-91-003-IDC	
	KB-543-875-036; BA-522-794-020; P-030-901-016 and KB-000-875-001	
	DGS-93-006-IDC; DGS-93-007-IDC; DGS-93-008-IDC; DGS-93-009-IDC; F-009-902-116 and DGS-94-005-IDC	
	Retain Box # 4 until 7/07	DZS050B 7/24/07 DW

Robert L. Ehrlich, Jr.
Governor

Michael S. Steele
Lt. Governor



Boyd K. Rutherford
Secretary

Steve Cassard
Deputy Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES

FACILITIES OPERATIONS & MAINTENANCE • FACILITIES PLANNING, DESIGN & CONSTRUCTION
PROCUREMENT & LOGISTICS • REAL ESTATE

June 17, 2005

Mr. Gabriel Lopez
Records Center Manager
Records Management Center
7275 Waterloo Road
Jessup, Maryland 20794-0275

Dear Mr. Lopez:

In reference to your June 6, 2005 letter and list of records eligible for disposal, this office has reviewed the list and requests the following action:

<u>Accession No.</u>	<u>Disposition</u>
93W0739 ✓	All remaining boxes may be destroyed. ✓ D-7/05
94W0838	Boxes 1, 3, 4, 5, 6, and 7 may be destroyed. - save 2, 8, 9, 10
95W0511 ✓	All boxes may be destroyed. - D-7/05
96W1127	Retain Box 4. All other boxes may be destroyed. Retain through July, 2007
97W396	Retain Boxes 1, 2, 3, and 7. All other boxes may be destroyed Retain through July 2007
00W117	The office of A/E Procurement/GPSSB is currently reviewing the projects filed under this accession number to determine their current status. As approximately 38 projects are involved, and this review will not be completed by the July 6, 2005 disposal date, I respectfully request that these files not be disposed of on July 6, 2005 and that a new disposal date be established for January 6, 2006. This will allow us time to determine if there is cause to retain these files beyond the January 6, 2006 date.

If you have any questions or need any additional information, please call me at (410) 767-4296.

Very truly yours,

William A. Davis, Administrator
A/E Procurement/GPSSB

U:\QPSSB\RC disposal & retention.ltr.wpd

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of General Services		ACCESSION NO. 97W911	DATE REC'D 4-9-97
B. DIVISION/UNIT Office of the Secretary			RM CODE 10.01
C. MAILING ADDRESS 301 W. Preston Street Room 1401 Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 38 32-33	NO. OF CU. FT. 12
D. PHONE NO. 410-225-4960		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Secretary Gene Lynch		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	House of Ruth 1994 Education Building Doors-April 1995 Contractor Performance 1/93-2/95 Camp Fretterd Armory-State Command and Control Center 8/94-7/94 UMCP Bureau of Mines Renovation 11/94 Cancer Cluster 7/92-5/93 Baltimore Buildings and Grounds State Police Reports-1995 Debarment 1995 Cases NBR Protest 7/94 Monthly Status Reports 1995 EEO Statistics as of 4/5/95 Protest on Radio Communications Console 1994 MBR Annual Report for FY 93 Cafeteria 1993 Office Building Aquisitions 1992-1993 Statewide Aquisition Program 1994-1995 300 N. Charles Street 200 St. Paul Street AT&T Settlement Agreement Cathedral Street Parking Garage-1994 Cumberland 1995 Dorchester County DSS Office Procurement Edison Parking 1995 Elks Property Sale Jackson Towers 1995 Martin Marietta Property 1994 One Market Center-1995 Potomac-Garrett State Forest Land Swap 1992 Smith Island Briefing 1994 Tax Court 1995 Western Correcitonal Institute 1995	<i>Sec #843-6</i> <i>Item #1</i> <i>July 2007</i> <i>DZSPOSED</i> <i>7/24/07</i> <i>DW</i>

BOX 2

Frederick County MSC 1995
Charles County DC Detention Center-1995
Catonsville MSC/DC Furlong Baldwin 1995
Hyattsville MSC 1995
5 Year Capital Budget Plan 1995
1994 Operating Budget
1994 DBFP
CPS Budget-1995
Bowie State University 1992-1995
Baltimore City Community College-1994-95
Hobby House Press 1994
Closing of Facilities 1993-94
Planning Act Weekly Summary 1995

BOX 3

Board of Public Works Action Agenda ('94 and '95)
Board of Public Works Correspondence (1995)
Procurement Agency Activity Report (1995)
Budget FY1994
Budget FY1995
Calvert County Multi-Service Bldg. (1995)
Multi-Service Center Eastside District Court 91995)
Baltimore City Jail (1991)
National Cristina Foundation (1995)
Debarment Cases-1991
Debarment Cases-1992
Debarment Cases-1993
Debarment Cases-1994
The Engineering Society of Baltimore (1991)
Correspondence with Legislators (1994)
Correspondence with Legislators (1995)
Governor Parris N. Glendening (1995)
Maryland Energy Administration (1995)
Bioprocessing (1994 & 1995)
Executive Department (1995)
Executive Information (1995)
Downsizing (1995)
Administration Legislation (1995)
Baltimore Acquisition (1994 & 1995)
DJS Object 14 (1995)
Office of Planning 1995
Office of the Public Defender 1995

BOX 3, continued:

Employee Leave Donation & Employee Leave Bank 1995
Roofing Seminar Information 1995
Department of Public Safety & Correctional Services 1995
St. Mary's City Historic Commission 1995
Salisbury State University 1995
Saratoga State Center 1995
University of MD Baltimore Co. 1995
University of MD College Park 1995
University of College Park Apartments 1995
Vietnam Veterans Memorial Commission 1995
Treasurer's Correspondence 1995
Somerset County Public Schools 1995
Southern MD Higher Education Center 1995
Taxation and Assessment 1995
Telecommunications Cost Avoidance and Production 1995
311 W. Saratoga Street 1995
1992 World War II Monument

BOX 4

Francis Scott key Medical Center 1995
Fleet Vehicle Retread Program 1994-95
Department of Fiscal Services 1995
Governor's Task Force on School Construction 1994/95
Governor's Subcabinet on Growth 1994-95
Governor's Construction Industry Employee's Advisory Council 1994
Administrative Initiatives 1994-95
Governor's Executive Swap
City of Frederick 1994
1995 MD General Assembly
1995 Annapolis Buildings and Grounds
1995 Annapolis Parking Lot
1995 Affirmative Action
1995 Parking Policy
1995 Contract Compliance
1995 Construction Status Reports
1995 Baltimore Buildings and Grounds
1995 Affirmative Litigation Status Reports
1995 Attorney General
1995 Chimes Catering
1995 Frederick Community college
1995 Spring Grove State Hospital
1995 Holly Center Life Crisis Center

BOX 4, continued:

1995 Department of Human Resources
Harvard University Program
Hall of Records 1995
Services and Logistics Procurement
1995 Real Estate
1995 Mission Youth Summer Program
1995 Personnel Shadow Day
1995 Personnel Department
1994 Ellicott City DC/MSC
Elkton MSC
Harford County Detention Center
Howard County DC/MSC
Princess Anne DC
Murdock Management Company
dc/MSC Miscellaneous
Montgomery College Land Exchange
1995 Montebello Hospital
1995 MD State Agency for Surplus Property
1994 State Fair
1994 MD Charity Campaign
1994 MACO Conference
Capital Improvement Program
Victor Cullen Center
Towson District Courthouse
Salisbury DC/MSC 1995
Somerset County DC 1995
Ocean City District Court
Pikesville Northwest Baltimore County District Court
Charles County DC/MSC 1995

BOX 5

Martin W. Walsh Correspondence
January 1994
February 1994
March 1994
April 1994
May 1994
June 1994
July 1994

BOX 6

Martin W. Walsh Correspondence
August 1994
September 1994
October 1994
November 1994
December 1994

BOX 7

Martin W. Walsh Correspondence
January 1993
February 1993
March 1993
April 1993
May 1993
June 1993

BOX 8

Martin W. Walsh Correspondence
July 1993
August 1993
September 1993
October 1993
November 1993
December 1993

BOX 9

Public Defenders Office-Mtg. W/Ron Karasic
1994 Real Estate Lease Complaints
1994 Frederick Road-Catonsville
AG Correspondence 1995
Calverton/U.S. Homes 1994
1994 Montgomery College
1994 American Building
211 E. Madison Street 1994
1994 Real Estate Miscellaneous items
1994 Amoruso Property
DOT-Minority Business Enterprise Public Hearing Panel 1994

BOX 9, continued;

1994 Morgan Procurement Authority
1994 MBE
1994 Audits
1994 TAMS
1994 Legislation
Harford County Community College/LoZito
Capital Budget Funding Request FY96
FY95 Capital Maintenance
DHR Procurement of Telecommunications Service
Temporary Location of Comptroller's Office for Asbestos Abatement 1994
201 W. Preston St.-o'Conor Bldg. 1994
311 W. Saratoga Street
Asbestos Exposure 1994
1992 Victor Cullen Center
1994 General Election Listing of Candidates Elected
1992 Volunteers
Portfolio Analysis 1995
1994 Maryland State Fair
1993 Maryland State Fair
1994 Department of Education
1994 Census Bureau-Super Computer Site
1994 Henryton Center

BOX 10

Correspondence- Office of the Secretary
Control No.'s 2900-2999
3000-3099
3100-3199
3200-3299
3300-3399
3400-3499
3500-3599
3600-3699
3700-3799

BOX 11

July 14, 1993-Luncheon Meeting with S. Reynold
10/20/93 Japanese Study Mission organized by Ministry of Construction
5/2/94 Lease Signing Ceremony-Western, Md Research and Education Center-Keedysville
Christmas 1991-1993
1995 Reclasses and New Hires

BOX 11 continued:

Support Approval Letters from Legislators-1993

1/27/95 Md Food Center Authority

Timesheets 1/6/93-12/21/93

Timesheets 7/10/91-1/5/93

1994 Request for Leave Slips-Approved

BOX 12

Office of the Secretary Correspondence

3800-3899

3900-3999

4000-4099

4100-4199

4200-4299

R-38

S-32-33

4 empty.

R38

S33

10.04	DGS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
	Reporting Agency		Retain one (1) copy and forward original to address at left.
	Construction Division		
	Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
97W712	ECI Drawings for Project	1493	2	1996	46	7/2007	RECYCLE
97W819	Crownsville Construction Projects	1493	2	1996	8	7/2007	RECYCLE
98W76	MSU Holmes Hall Drawings	1493	2	1996	9	7/2007	RECYCLE
98W77	Construction Project Files and Photos	1493	2	1996	37	7/2007	RECYCLE
00W810	Western Region Construction Projects	1493	2	1996	5	7/2007	RECYCLE
01W171	Western Region Construction Projects	1493	2	1992 - 1997	9	7/2007	RECYCLE

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

Charlie P. Lopez
Signature
DGS 550-2 (Rev. 1/93)

Records Center Manager
Title

December 30, 2007
Date

has kutt

E

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>General Services</i>		ACCESSION NO. <i>97W712</i>	DATE REC'D <i>2-11-97</i>
B. DIVISION/UNIT <i>Construction</i>			RM CODE <i>10.04</i>
C. MAILING ADDRESS <i>300 W. Preston St. Rm. 608 Baltimore, MD 21207</i>		LOCATION RANGE SECTION(S) <i>114 6-13</i>	NO. OF CU. FT. <i>46</i>
D. PHONE NO. <i>410-767-4360</i>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		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>1-72 Baop.</i>	<i>E C I Drawings for project KO-000-821-001</i>	<i>1493 #2 3 years in office. 7 years at records. then destroy. 7/07 D Z Spores 7/25/07 DW</i>

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. General Services		ACCESSION NO.	DATE REC'D 3-10-97
B. DIVISION/UNIT Construction Division		97W819	RM CODE 10.04
C. MAILING ADDRESS Crownsville Peoples Resource Center Crownsville, MD		LOCATION RANGE SECTION(S) 122 20	NO. OF CU. FT. 8
D. PHONE NO. 410-767-6946		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		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-	Bowie St., Harford Cent. Coll.	1493 #1 in office
2-	MSP & APB & G.	3yrs. at Records
3-	Chesapeake Coll.	7yrs then destroy.
4-	DNR Projects	Item #2
5-	Salisbury State U.	7/07
6-	DNR Projects	
7-8	Jefferson Patterson Park	

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. <i>General Services</i></p>	<p>ACCESSION NO. <i>98W76</i></p>	<p>DATE REC'D <i>8-1-97</i></p>
<p>B. DIVISION/UNIT <i>Construction</i></p>	<p>RM CODE <i>10-04</i></p>	
<p>C. MAILING ADDRESS <i>300 W. Preston St. Rm. 608 Baltimore, MD 21201</i></p>	<p>LOCATION RANGE SECTION(S) <i>115 30</i></p>	<p>NO. OF CU. FT. <i>9</i></p>
<p>D. PHONE NO. <i>410-767-4360</i></p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL</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
<i>Basg 1-13</i>	<i>MSU Holmes Hall Drawings</i>	<p><i>1493 - Item #2 3yrs. in office 7yrs. at Records then destroy</i></p> <p style="text-align: center;"><i>7/07</i></p> <p style="text-align: right;"><i>DZ sponsored 7/24/07 DW</i></p>

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. General Services		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Construction		98W77	RM CODE 10.04
C. MAILING ADDRESS 300 W. Preston St. Rm. 608 Baltimore, MD 21201		LOCATION RANGE SECTION(S) 101 30	NO. OF CU. FT. 37
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		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
1-37	Morgan State, Coppin State, Biddeford Street Garage, BCC Gym, Townson St. UMA B, Walter P. Carter Ctr., Saratoga State Ctr. Construction Project Files and photos.	1493 #2. Sys. in office Tys. at Records then destroy. July 2007 DZ Spasen 7/24/07 DW

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

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY		ACCESSION NO.	DATE REC'D
1. DEPARTMENT OF GENERAL SERVICES		00W810	1-14-00
B. DIVISION/UNIT			RM CODE
CONSTRUCTION DIVISION-WESTERN REGION			10-04
C. MAILING ADDRESS		LOCATION	NO. OF CU. FT.
301 West Preston St. Room 1212 Baltimore, MD 21201		RANGE SECTION(S)	
		40 23	5
D. PHONE NO.		RECORDS CENTER MANAGER	
410-767-4360			
E. AGENCY OFFICIAL		TO BE COMPLETED AT	
Ruth Mayenschein		STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	<i>my</i> Box 8 - Destroy 7/07 WS-000-942-003 Woodstock-replace w/g storage fuel tank	Final 9/96 Inspector Lombardi
	WS-002-959-003 Woodstock-new waterlines	Final 11/96 Inspector Lombardi
	WS-000-441-003 Woodstock-two tower renovations	Final 2/97 Inspector Lombardi
	S-019-931-001 SHC-replace heating Geriatrics Bldg.	Final 1/96 Inspector Lombardi
2	<i>my</i> Box 13 - Destroy 7/07 S-000-952-001 SHC-Muncie roof	Final 12/96
	DH-741-941-00 Karma Academy-Ext. Renov.	Final 10/96
	S-190-942-001 SHC Geriatric roof	Final 6/96 Inspector Lombardi
	LT-003-951-001 New Germany fuel storage	Final 3/97 Inspector Nixon
3	Keeney/Guntzel misc.	
	<i>my</i> Box 14 - Destroy 7/07 DW-701-941-003 Noyes Center, boiler	Final 9/96 Inspector Logan
	PZ-681-951-003 MSP-Bldg. F roof	Final 10/96
	P-020-961-010 PVSP-ejector lift station	Final 9/97 Inspector Body

*Schuy 1493 Item #2
3 YEARS IN OFFICE
7 YEARS IN RECORDS
THEN DESTROY*

7/07

*1493
3 YEARS IN OFFICE,
7 YEARS IN RECORDS
CTR... THEN DESTROY*

*Disposed
7/24/07
DW*

*1493
3 YEARS IN OFFICE
7 YEARS IN RECORDS
THEN DESTROY*

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>my</i>		
<u>Box 15 - Destroy 7/07</u>		
P-016-851-001	CFSP-ironmasters house	Final 10/96
TV-661-941-003	MPTV-HVAC system	Final 11/96
M-0000-941-003	Camp Fretterd-Montrose Mansion roof	Final 12/96
MS-000-943-003	Perkins-duct clean	Final 10/96 Inspector ?
<i>my</i>		
<u>Box 16 - Destroy 7/07</u>		
R-494-952-001	Rosewood Therapeutic Bldg. Pool roof	Final 9/96 Inspector Manna
TV-000-942-003	MPTV-elevator	Final 11/96
P-020-962-010	PVSP - ejector lift station	Final 9/97

7/07

DGS/Construction Div. - Western Region

PAGE 10 OF 12

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

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO. 01W171	DATE REC'D 9-29-00
B. DIVISION/UNIT CONSTRUCTION DIVISION-WESTERN REGION			RM CODE 10.04
C. MAILING ADDRESS 301 West Preston ST. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S) 118 19	NO. OF CU. FT. 9
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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	SFC 6/17/92-1 St. Mary's College	Final 11/92
	CA 4/8/92-100 Boys Village	Final 12/92
	DC-000-931-001 Cheltenham Youth/Security	Final 1/95
	DC-523-912-020 Cheltenham Youth/ADA	Final 2/95
	PY-000-940-005 Various Police Fac./Lighting	Final 10/95
	B-000-881-101 Surplus Warehouse/Renewal	Final 11/95
	BA-631-941-036 Income Tax Bldg/Lighting	Final 4/96
	P-056-951-010 Point Lookout/Resurface Rds	Final 6/96
	F-009-961-003 Mattawoman/Test Wells	Final 11/96
	P-018-941-010 Pocomoke River State Park	Final 2/97
	KJ-000-942-003 MD House Correct./Repair	Final 2/97
	BP-009-820-201 Point Lookout, ADA	Final 4/97
	KO-000-952-001 Eastern Correctional Instit	Final 4/97

Sch # 1493
1493
Item # 2
3 YEARS IN OFFICE,
7 YEARS IN RECORDS CT
THEN DESTROY

July 2007

DZS
7/24/07
DW

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

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION—WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston St. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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
2	E-000-911-002 Eastern Shore Hospital Center Final 11/92	July 2007
	F-004-881-116 Hart-Miller Island/Obsv Tower 1/95	
	DD-591-931-001 Waxter Child. Center/Security 1/95	
	DD-591-941-003 Waxter Child. Center/Mod. Dent. 1/95	
	KO-000-951-001 Eastern Correc. Inst./Fence 11/96	
	P-054-961-010 Assateague St. Pk./Sand Dune 2/97	

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-793-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION-WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston ST. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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	P-020-932-003 Calvert Cliff St.Pk/Water Final 7/94 DD-591-932-001 Waxter Child. Ctr./Doors 9/95 PA-000-942-003 St. Police Barr."P"/Roof 10/95 P-032-940-010 Gunpowder Fall/Concrete 11/95 P-056-941-010 Patuxent Nat. Resc./Raxing 4/96 SM-000-911-002 St. Mary's City/ADA 7/96 F-009-902-116 Marshall Hall/Boat Ramp 7/96	1493 3 YEARS IN OFFICE, 7 YEARS IN RECORDS CT THEN DESTROY July 2007

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-793-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION—WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston ST. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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
		1493 3 YEARS IN OFFICE, 7 YEARS IN RECORDS CT THEN DESTROY
4	KD-000-932-001 Patuxent Inst./Gen Final 3/95	January 2007
	KW-000-932-001 MD Correc Inst./Security 9/95	
	SFC 8/29/94 MD House Correct/Hot Wat. 9/95	
	KH-000-941-003 Herman Toulson Booth/Fire 12/95	
	KI-000-941-003 Brockbridge Corr./Lighting 12/95	
	B-000-943-001 St. Proc. Warehouse/Roof 2/96	
	F-000-920-203 Preston Tree Nurs/PhaseII 7/96	
	BA-522-961-003 Treasury Bldg./Renov. 12/96	

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 793-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION—WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston ST. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPCAL AUTHORITY: SCHEDULE, ITEM NO., DISPCAL DATE
5	BA-000-931-003 Annapolis Archives Final 1/95	July 2007
	95-EM1215 Deers Head/Laundry 8/96	
	BA-000-944-001 Annap. St. Off./ADA 9/96	
	C-496-951-003 Crowns. Hosp./Fuel 9/96	
	AG-000-942-001 Dept. of Agri/Greenhouse 10/96	
	BA-693-941-001 Annap. Complex/Elect. 11/96	
	DC-497-941-003 Chelten Youth/Kitchen 2/97	
	B-000-919-020 Annap. Complex/ADA 4/97	
	PZ-000-951-001 Salisbury MSP/Storage Tank 5/97	

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-793-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION-WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston ST. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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
7	F-008-881-016 Stemmers Run/Boat Ramp Final 11/95	January 2007
	P-043-901-402 Fairhill/Roof 4/96	
	P-031-931-110 Sasquehanna Pk/Bridges 5/96	
	M-500-941-001 MD Nat'l Guard/Fuel 5/96	
	P-032-941-010 Gunpowder State Pk/Razing 7/96	
	BC-000-942-001 Various Bldg./Mod. 11/96	
	BC-781-962-003 Denton M.S.C./Roof 12/96	

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION-WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston St. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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	P-015-950-003 Forest Park Wildlife/Fuel	Final 2/96
	BP-010-820-101 Gunpowder St. Pk/Handicap	6/96

July 2006

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 795-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF GENERAL SERVICES		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CONSTRUCTION DIVISION—WESTERN REGION			RM CODE
C. MAILING ADDRESS 301 West Preston St. Room 1212 Baltimore, MD 21201		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-767-4360		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Mayenschein		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	M-611-941-003 Parkville Nat'l Guard	Final 5/96
	G-018-941-010 Unicorn Dam/Fish	4/97
	P-032-952-010 Gunpowder St. Pk/Resurface	7/97
	PB-000-961-003 MSP Prince Fred./Roof	7/97
	MR-000-951-003 Holly Center/Mod for Access.	1/98

July 2008

27.01	STO	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency			Retain one (1) copy and forward original to address at left.
State Treasurer's Office Insurance Division			
Division or Unit			

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
04W623	Insurance Claim Files	1529	4 B	FY 2000	65	7/2007	RECYCLE

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

Charlie P. Lopez
Signature
DGS 550-2 (Rev. 1/93)

Records Center Manager
Title

December 30, 2007
Date

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

AGENCY <i>State Treasurer's Office</i>	ACCESSION NO. <i>04W623</i>	DATE REC'D <i>1-29-04</i>
DIVISION/UNIT <i>Insurance Division</i>		RM CODE <i>27.01</i>
MAILING ADDRESS <i>80 Calvert Street, Rm 109 Annapolis, MD 21401</i>	LOCATION RANGE SECTION(S) <i>39 0-1</i>	NO. OF CU. FT. <i>65</i>
PHONE NO. <i>410-974-3533</i>	RECORDS CENTER MANAGER	
AGENCY OFFICIAL <i>Judy Smith</i>	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	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
2	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
3	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
4	<div style="border: 1px solid black; padding: 20px; width: fit-content; margin: auto;"> <p><i>Disposal 7/2007</i></p> </div>	1529, 4B 7/30/07
5		1529, 4B 7/30/07
6		1529, 4B 7/30/07
7		1529, 4B 7/30/07
8		1529, 4B 7/30/07
9	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
10	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

*Disposed
7/13/07
DW*

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

AGENCY <i>State Treasurer's Office</i>	ACCESSION NO. <i>04W623</i>	DATE REC'D <i>1-29-04</i>
DIVISION/UNIT <i>Insurance Division</i>		RM CODE <i>27.01</i>
MAILING ADDRESS <i>80 Calvert Street, Rm 109 Annapolis, MD 21401</i>	LOCATION RANGE SECTION(S) <i>39 0-1</i>	NO. OF CU. FT. <i>65</i>
PHONE NO. <i>410-974-3533</i>	RECORDS CENTER MANAGER	
AGENCY OFFICIAL <i>Judy Smith</i>	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	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
2	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
3	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
4	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
5	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
6	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
7	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
8	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
9	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
10	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

*Disposed
7/13/07
DW*

Box Numbers	Description of Records With Inclusive Dates	Disposal Authority Schedule Item No. Disposal Date
11	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
12	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
13	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
14	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
15	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
16	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
17	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
18	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
19	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
20	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
21	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
22	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
23	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

24	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
25	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
26	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
27	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
28	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
29	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
30	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
31	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
32	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
33	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
34	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
35	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
36	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
37	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

38	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
39	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
40	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
41	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
42	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
43	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
44	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
45	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
46	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
47	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
48	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
49	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
50	2000 INSURANCE CLAIM FILES	1529, 4B, 7/30/07
51	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

52	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
53	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
54	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
55	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
56	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
57	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
58	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
59	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
60	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
61	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
62	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
63	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
64	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
65	2000 INSURANCE CLAIM FILES	1529, 4B, 7/30/07

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY <i>State Treasurer's Office</i>	ACCESSION NO. <i>04W623</i>	DATE REC'D <i>1-29-04</i>
DIVISION/UNIT <i>Insurance Division</i>		RM CODE <i>27.01</i>
MAILING ADDRESS <i>80 Calvert Street, Rm 109 Annapolis, MD 21401</i>	LOCATION RANGE SECTION(S) <i>39 0-1</i>	NO. OF CU. FT. <i>65</i>
PHONE NO. <i>410-974-3533</i>	RECORDS CENTER MANAGER <i>Gabriel Pope</i>	
AGENCY OFFICIAL <i>Judy Smith</i>	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	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
2	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
3	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
4	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
5	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
6	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
7	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
8	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
9	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
10	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

Box Numbers	Description of Records With Inclusive Dates	Disposal Authority Schedule Item No. Disposal Date
11	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
12	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
13	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
14	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
15	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
16	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
17	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
18	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
19	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
20	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
21	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
22	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
23	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

24	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
25	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
26	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
27	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
28	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
29	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
30	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
31	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
32	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
33	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
34	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
35	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
36	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
37	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

38	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
39	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
40	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
41	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
42	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
43	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
44	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
45	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
46	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
47	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
48	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
49	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
50	2000 INSURANCE CLAIM FILES	1529, 4B, 7/30/07
51	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07

52	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
53	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
54	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
55	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
56	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
57	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
58	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
59	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
60	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
61	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
62	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
63	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
64	2000 INSURANCE CLAIM FILES	1529, 4B 7/30/07
65	2000 INSURANCE CLAIM FILES	1529, 4B, 7/30/07

31.04	MDE	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Waste Management Administration Hazardous Waste Program Tracking / Certification Division			
Division or Unit			

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
03W1	Hazardous Waste Manifests	1781	1 & 2	1999	27	7/2007	RECYCLE

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

<u>Charlie P. Lopez</u> Signature DGS 550-2 (Rev. 1/93)	<u>Records Center Manager</u> Title	<u>December 30, 2007</u> Date
---	--	----------------------------------

**DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT**

Direction: Please Type Or Print Clearly All Entries

Agency Maryland Department of the Environment Waste Management Administration		Accession No.	Date Rec'd 7-3-02
Division/Unit Hazardous Waste Program Tracking/Certification Division		03W1	RM Code 31.04
Mailing Address 2500 Broening Highway Baltimore MD 21224			Location Range 142
Phone No. (410) 631-3344		No. of Cu. Ft. 27	
Agency Official <i>Rosemary Peay 6/17/02</i> Rosemary Peay, Administrative Specialist		Records Center Manager	
		To Be Completed At State Records Management Center	

Box Numbers	Description of Records With inclusive Dates HAZARDOUS WASTE MANIFESTS - 1999	Disposal Authority Schedule, Item No. Disposal Date
1	MDC0333864 - MDC0761998	Schedule 1781 Item 1 & 2 Retain for five (5) years and then <u>destroy</u> . <i>July 2007</i>
2	MDC0762234 - MDC0771950	
3	MDC0772501 - MDC0793291	
4	MDC0794102 - MDC0798499	
5	MDC0798500 - MDC0803799	
6	MDC0803800 - MDC0806598	
7	MDC0806600 - MDC0808299	
8	MDC0808300 - MDC0811999	
9	MDC0812000 - MDC0821299	
10	MDC0821300 - MDC0826999	
11	MDC0827000 - MDC0830966	
12	MDC0831312 - MDC0836299	
13	MDC0836300 - MDC0838799	
14	MDC0838800 - MDC0841399	
15	MDC0841400 - MDC0849299	
16	MDC0849300 - MDC0853199	
17	MDC0853200 - MDC0857900	
18	MDC0858000 - MDC0862299	
19	MDC0862300 - MDC0917396	
20	Alabama - Arkansas 623089 - 1094723 CWMA FIS0092153-730667 CONN - Delaware - ILA 8409999 CTF-0352983 - Louisiana	
21	ILA 8410000 - ILA 8990299 Illinois	
22	ILA 9000000 - MIA 7358779	
23	MIA-7360000 - NJA-2956959 - Michigan	
24	NJA-2956960 - NJA-3038800 New Jersey	

*DISPOSED
7/24/07
DW*

**DEPARTMENT OF GENERAL SERVICES
 RECORDS MANAGEMENT DIVISION
 RECORDS RETENTION AND DISPOSAL SCHEDULE**
 (Continuation Sheet)

Schedule No.

Page 2 of 2

Agency
 Maryland Department of the Environment
 Waste Management Administration

Division/Unit
 Hazardous Waste Program
 Tracking/Certification Division

Item No.	Description	Retention
25 26 27	NJA-3040000 - PAE-1390911 PAE-7000000 - PAX-9668606 Penna. RIH-0001035 - TXL-0042181 Rhode Island - South Caroline - Texas	

Schedule Approved by Department, Agency, or
 Division Representative,

Date _____

Signature _____

Typed Name _____

Title _____

Schedule Authorized by State Archivist

Date _____

Signature _____

31.10	MDE	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Maryland Department of the Environment Fiscal Services			
Division or Unit			

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W97	Time Sheets, Receipt Books	1821-A2	1 C	FY 1995	9	7/2007	RECYCLE
03W168	JDLB, Grants Timekeeping	1821-A	1 C	FY 2000	37	7/2007	RECYCLE
03W171	Inactive File Personnal Contracts / Terminated Employee Folders	1821-A	1 C	FY 2000	11	7/2007	RECYCLE

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

_____ Charlie P. Lopez _____ December 30, 2007
 Signature Title Date
 DGS 550-2 (Rev. 1/93)

E

DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 798-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No. 02W97		Date Rec'd 9/14/01
				RM Code 31.10
B. Division/Unit	Fiscal Services Division	Location		No. of Cu. Ft.
C. Mailing Address	2500 Broening Highway Baltimore, MD 21224	Range 32	Section(s) 14	9
D. Phone No.	410-631-3142	Records Center Manager		
E. Agency Official	Valerie Burley	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	ACCRUALS		FY95	1821A-2 JULY 1,2005
2	JDLB's 390104 - 390107		FY95	1821A-2 JULY 1,2005
3	RECEIPT BOOKS 36051 - 36850		FY95	1821A-2 JULY 1,2005
4	DT's 390102 - 390110		FY95	1821A-2 JULY 1,2005
5	JDLB0714 - JDLB0630		FY95	1821A-2 JULY 1,2005
6	RECEIPT BOOKS 27901 - 32150		FY95	1821A-2 JULY 1,2005
7	TIME SHEETS 02/95 - 04/95		FY95	1821A-2 JULY 1,2005
8	CLOSE OUT		FY95	1821A-2 JULY 1,2005
9	ACCRUALS		FY95	1821A-2 JULY 1,2005
***END OF FISCAL YEAR 1995				<i>Item 1c 7/07</i>
				<i>Disposed 7/23/07 DW</i>

R-32
S-14

3 ENR SPACAS
S-14

DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No. 03W168	Date Rec'd 9-18-02
B. Division/Unit Fiscal Services Division		Location	RM Code 31.10
C. Mailing Address 2500 Broening Highway Ballimore, MD 21224		Range 41	Section(s) 22-23
D. Phone No. 410-631-3142		No. of Cu. Ft. 37	
E. Agency Official Valerie Burley		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.	JDLB 07/01/99-12/30/00	FY00	1821A-1C JULY 1, 2007
2.	JDLB 01/01/00-06/30/00	FY00	1821A-1C JULY 1, 2007
3.	JDLB 07/01/89-06/30/00	FY00	1821A-1C JULY 1, 2007
4.	DT 837498 - DT 835238	FY00	1821A-1C July 1 2007
5.	DT 835239 - 835345 JLN - FY00	FY00	1821A-1C July 2007
6-12	* Missing		

DISPOSED
 7/23/07
 DW

DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No.	Date Rec'd
B. Division/Unit Fiscal Services Division		Location	RM Code
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224		Range	Section(s)
D. Phone No. 410-631-3142		Records Center Manager	
E. Agency Official Valerie Burley		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	Grants Timekeeping Pay Period #1-26 (6/23/99-6/20/00)	FY00	1821A-1C JULY 1,2007
14	Grants Timekeeping (No Superfund) Pay Period #1-5 (6/16/99-6/24/99)	FY00	1821A-1C JULY 1,2007
15	Grants Timekeeping (No Superfund) Pay Period #6-10 (8/25/99-11/2/99)	FY00	1821A-1C JULY 1,2007
16	Grants Timekeeping (No Superfund) Pay Period #11-15 (11/3/99-1/11/00)	FY00	1821A-1C JULY 1,2007
17	Grants Timekeeping (No Superfund) Pay Period #16-20 (1/12/00-3/21/00)	FY00	1821A-1C JULY 1,2007
18	Grants Timekeeping (No Superfund) Pay Period #21-23 (3/22/00-5/2/00)	FY00	1821A-1C JULY 1,2007
19	Grants Timekeeping (No Superfund) Pay Period #24-26 (5/3/00-6/13/02)	FY00	1821A-1C JULY 1,2007
20	Salary Distribution (PP1-26); Regular, Contractual and Quarterly Reports	FY00	1821A-1C JULY 1,2007

DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No.	Date Rec'd
			RM Code
B. Division/Unit	Fiscal Services Division	Location	No. of Cu. Ft.
C. Mailing Address	2500 Broening Highway Baltimore, MD 21224	Range	Section(s)
D. Phone No.	410-631-3142	Records Center Manager	
E. Agency Official	Valerie Burley	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	
21	Monthly Drafts / Monthly Grant Files (7/99-8/00)	FY00	1821A-1C JULY1,2007
22	Contractual Salary Allocations	FY00	1821A-1C JULY1,2007
23	Permanent Salary Allocations -July Thru Sept. (Revisions)	FY00	1821A-1C JULY1,2007
24	Permanent Salary Allocations -Oct. thru June	FY00	1821A-1C JULY1,2007
25	Status Reports (Timesheets) PP1-4 (6/16-8/1/99)	FY00	1821A-1C July 2007
26	Status Reports (Timesheets) PP5-8 (8/11-10/5/99)	FY00	1821A-1C July 2007
27	Status Reports (Timesheets) PP9-12 (10/6-11/30/99)	FY00	1821A-1C July 2007
28	Status Reports (Timesheets) PP13-14 (12/1-12/28/99)	FY00	1821A-1C July 2007
29	Status Reports (Timesheets) PP15-18 (12/29/99-2/22/00)	FY00	1821A-1C July 2007
30	Status Reports (Timesheets) PP19-22 (2/23-4/18/00)	FY00	1821A-1C July 2007
31	Status Reports (Timesheets) PP23-26 (4/19-6/13/00)	FY00	1821A-1C July 2007
32	Payroll Registers 39.01.01-39.01.04 (6/16/99-12/14-99)	FY00	1821A-1C July 2007
33	Payroll Registers 39.01.05-39.01.10 (6/16/99-12/14-99)	FY00	1821A-1C July 2007
34	Payroll Registers 39.01.01-39.01.04 (12/15/99-06/19-00)	FY00	1821A-1C July 2007
35	Payroll Registers 39.01.05-39.01.10 (12/15/99-06/19-00)	FY00	1821A-1C July 2007
36	PTR 39.01.01-39.01.10 (6/23/99-6/20/00)	FY00	1821A-1C July 2007
37	ETR 39.01.01-39.01.10 (6/16/99-6/13/00)	FY00	1821A-1C July 2007
*** end ***			

R-41
J-22-23

(6) SPACE.
(S-23)

E

DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

1-400
Transmit

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No. 03W171	Date Rec'd 9-18-02
B. Division/Unit Fiscal Services Division		Location	RM Code 31.10
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224		Range 107	Section(s) 27
D. Phone No. 410-631-3142		Records Center Manager 11	
E. Agency Official Valerie Burley		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	
	Inactive Files:		
1	A-KM	FY00	1821A-1C July 2005
2	KO-ST	FY00	1821A-1C July 2005
3	ST-ZI	FY00	1821A-1C July 2005
4	A-M	FY00	1821A-1C July 2005
5	M-Z	FY00	1821A-1C July 2005
6	A-C	FY00	1821A-1C July 2005
7	D-R	FY00	1821A-1C July 2005
8	S-Z	FY00	1821A-1C July 2005
	Inactive File Personal Contracts Expired:		
9	A-Z	FY00	1821A-1C July 2005
	Terminated Employee Folders:		
10	F-L	FY00	1821A-1C July 2005
11	M-S	FY00	1821A-1C July 2005

* end *

*Off Spaced
7/24/07
DW*

July 2007

R-107

S-27

2-Enter SPACES

31.14	MDE	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Waste Management Administration Environ Boards			
Division or Unit			

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
02W1222	Waste Management Dead Files	2157	1	2002	12	7/2007	RECYCLE

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

Charlie P. Lopez
Signature
DGS 550-2 (Rev. 1/93)

Records Center Manager
Title

December 30, 2007
Date

DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD. 20794 (PHONE 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

<p>A. Agency 1. MD Dept of Environment</p>		<p>Accession No. 02W1222</p>	<p>Date Received 6-17-02</p>
<p>B. Division/Unit WMA - Environ Bds</p>		<p>Location Range Section(s) 52 35</p>	<p>RM Code 31.14</p> <p>No. of Cu. Ft. 12</p>
<p>C. Mailing Address 2500 Broening Hwy Baltimore MD 21224</p>		<p>Records Center Manager</p>	
<p>D. Phone No. (410) 631-3167</p>		<p>To Be Completed At State Records Management Center</p>	
<p>E. Agency Official E. Lee Haskins #10</p>			
<p>2. Box Numbers</p>	<p>3. Description of Records With Inclusive Dates</p>	<p>4. Disposal Authority Schedule, Item No. Disposal Date</p>	
<p>1-12</p>	<p>WW Licensee Deadfiles MDE-WMA Env. Bds.</p>	<p>5 years 6-12-07</p> <p>Sche. # 2157 Item # 1 July 2007</p> <p>DISPOSED 7/23/07 DW</p>	