

26.03.05	MDOT	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			
State Highway Administration Office of Finance			
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

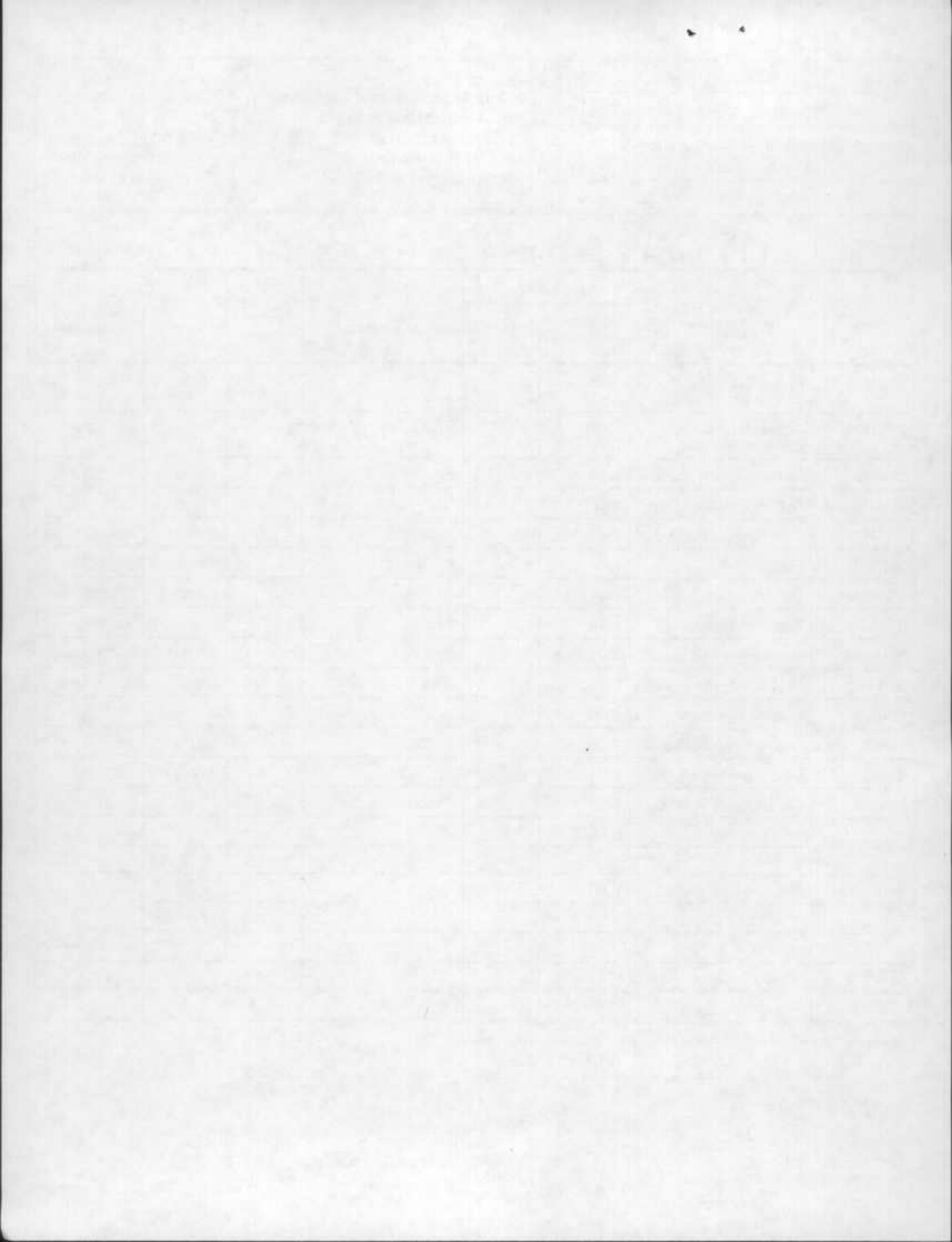
No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
90W1082	Federal Aid Computerized Bills	1807	4	1987	1	7/2010	RECYCLE
91W1100	Federal Aid Computerized Bills	1807	4	1988	2	7/2010	RECYCLE
03W183	Account Payable Voucher	1809	1	2000	108	7/2010	RECYCLE
03W362	Account Payable Voucher	1809	1	2001	17	7/2010	RECYCLE
05W1133	Cash Receipts Back Up	1811	3	FY 2003	1	7/2010	RECYCLE
05W1134	Expense	1809	5	FY 2003	34	7/2010	RECYCLE
06W263	Expense Pay	1809	5	FY 2005	8	7/2010	RECYCLE
06W264	Equipment Usage	1649	12	FY 2003	8	7/2010	RECYCLE
06W1038	Inter-Agency Expenditure	2401	1	FY 2003	17	7/2010	RECYCLE
06W1041	Federal Aid Project Files	2401	1	2004 - 2005	16	7/2010	RECYCLE
07W611	Daily Cash Receipts	2396	1	FY 2003	1	7/2010	RECYCLE
07W612	Cash Receipts Bak Up	2396	1	FY 2003	1	7/2010	RECYCLE
07W613	Cash Receipts Back Up	2396	1	FY 2003	1	7/2010	RECYCLE
07W615	Cash Receipts Back Up	2396	1	FY 2003	1	7/2010	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, 2010
 Date



RECORDS TRANSMITTAL AND RECEIPT

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

E



DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 9061082		DATE RECEIVED 4-3-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 12	LOCATION SECTIONS 5	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		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.	CURRENT BILL 6/87 #1 TO 12/87 #2 (MISSING! 11/87 COMP.)	1801 797-4	7/2010
	Federal Aid Computerized Bills.		

R-12
S-5

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

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W1100		DATE RECEIVED 4-9-91
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 107	LOCATION SECTIONS 25	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		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 | CURRENT BILL 1/88 #1 TO 6/88 #3
 2 | CURRENT BILL 7/88 COMP TO 12/88 COMP

Federal Aid Computerized Bills.

1807
 907-4 7/2008
 907-4 7/2008

Extended - 7/2009
 Extended - 7/2010

R-107

S-25

RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1.		Accession No. 03W183	Date Rec'd 9-19-02
MARYLAND STATE HIGHWAY ADMIN.		Location Range Section(s) 24 26-29	RM Code 26-03.05
B. Division/Unit VOUCHERS PAYABLE		No. of Cu. Ft. 108	
C. Mailing Address 707 NORTH CALVERT ST.		Records Center Manager	
D. Phone No.		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
	<i>Accounts Payable Voucher 2000</i>		
1	J1013465 - J1013517	1809-1	<i>7/07</i>
2	J1013530 - J1013586	1809-1	
3	J1013598 - J1013652	1809-1	<i>extended</i>
4	J1013666 - J1013724	1809-1	
5	J1013731 - J1013793	1809-1	<i>7/2010</i>
6	J1013805 - J1013866	1809-1	
7	J1013867 - J1013883	1809-1	
8	J1013887 - J1013958	1809-1	
9	J1013960 - J1013981	1809-1	
10	J1013982 - J2000015	1809-1	
11	J2000023 - J2000039	1809-1	
12	J2000040 - J2000091	1809-1	
13	J2000097 - J2000178	1809-1	
14	J2000180 - J2000203	1809-1	
15	J2000205 - J2000252	1809-1	
16	J2000254 - J2000283	1809-1	
17	J2000293 - J2000335	1809-1	
18	J2000336 - J2000364	1809-1	
19	J2000365 - J2000422	1809-1	
20	J2000423 - J2000498	1809-1	
21	J2000504 - J2000573	1809-1	
22	J2000574 - J2000658	1809-1	
23	J2000661 - J2000708	1809-1	
24	J2000709 - J2000739	1809-1	
25	J2000740 - J2000830	1809-1	
26	J2000831 - J2000855	1809-1	
27	J2000856 - J2000929	1809-1	
28	J2000930 - J2000991	1809-1	
29	J2000992 - J2001045	1809-1	

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10/28/20	10/28/20
10/29/20	10/29/20
10/30/20	10/30/20
10/31/20	10/31/20



RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. MARYLAND STATE HIGHWAY ADMIN.		Accession No. 03W183	Date Rec'd 9-19-02 RM Code 24-03.05
B. Division/Unit VOUCHERS PAYABLE		Location Range Section(s) 24 26-29	No. of Cu. Ft. 108
C. Mailing Address 707 NORTH CALVERT ST.		Records Center Manager	
D. Phone No.		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
30	J2001046 - J2001156	1809-1	
31	J2001157 - J2001218	1809-1	
32	J2001222 - J2001286	1809-1	
33	J2001293 - J2001366	1809-1	
34	J2001369 - J2001399	1809-1	
35	J2001406 - J2001444	1809-1	
36	J2001445 - J2001521	1809-1	
37	J2001527 - J2001590	1809-1	
38	J2001591 - J2001654	1809-1	
39	J2001655 - J2001690	1809-1	
40	J2001691 - J2001753	1809-1	
41	J2001754 - J2001804	1809-1	
42	J2001805 - J2001898	1809-1	
43	J2001900 - J2001952	1809-1	
44	J2001965 - J2002060	1809-1	
45	J2002061 - J2002097	1809-1	
46	J2002098 - J2002146	1809-1	
47	J2002149 - J2002213	1809-1	
48	J2002217 - J2002264	1809-1	
49	J2002267 - J2002336	1809-1	
50	J2002338 - J2002419	1809-1	
51	J2002422 - J2002512	1809-1	
52	J2002513 - J2002594	1809-1	
53	J2002595 - J2002671	1809-1	
54	J2002672 - J2002731	1809-1	
55	J2002733 - J2002773	1809-1	
56	J2002774 - J2002820	1809-1	
57	J2002821 - J2002870	1809-1	

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. MARYLAND STATE HIGHWAY ADMIN.		Accession No. 03W183	Date Rec'd 9-19-09 RM Code 26.03.05
B. Division/Unit VOUCHERS PAYABLE		Location Range Section(s) 24 26-29	No. of Cu. Ft. 108
C. Mailing Address 707 NORTH CALVERT ST.		Records Center Manager	
D. Phone No.		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
58	J2002871 - J2002905	1809-1	
59	J2002932 - J2003017	1809-1	
60	J2003019 - J2003069	1809-1	
61	J2003073 - J2003167	1809-1	
62	J2003169 - J2003195	1809-1	
63	J2003200 - J2003247	1809-1	
64	J2003248 - J2003317	1809-1	
65	J2003318 - J2003350	1809-1	
66	J2003352 - J2003433	1809-1	
67	J2003434 - J2003487	1809-1	
68	J2003492 - J2003564	1809-1	
69	J2003565 - J2003640	1809-1	
70	J2003655 - J2003717	1809-1	
71	J2003719 - J2003747	1809-1	
72	J2003749 - J2003803	1809-1	
73	J2003804 - J2003851	1809-1	
74	J2003852 - J2003908	1809-1	
75	J2003911 - J2003984	1809-1	
76	J2003985 - J2004046	1809-1	
77	J2004051 - J2004106	1809-1	
78	J2004108 - J2004177	1809-1	
79	J2004179 - J2004238	1809-1	
80	J2004239 - J2004302	1809-1	
81	J2004303 - J2004387	1809-1	
82	J2004389 - J2004440	1809-1	
83	J2004443 - J2004520	1809-1	
84	J2004539 - J2004585	1809-1	
85	J2004586 - J2004649	1809-1	
86	J2004650 - J2004709	1809-1	

R-24

S-26-29

Handwritten notes in a table, including the number 801.

DUE Back By: June 25, 2007
9:02 A.M.

DEPARTMENT OF GENERAL SERVICES
RECORDS MANAGEMENT DIVISION
STATE RECORDS CENTER
P.O. BOX 275
JESSUP, MARYLAND 20794-0275
410-799-1379

Vicky

June 8, 2007

26.03.05
MS. CAROLYN DIXON
SHA OFFICE OF FINANCE
707 N. CALVERT STREET, RM 504
BALTIMORE, MD 21202

③
ACCESSION #
03W183
03W362
05W1128

SUBJECT: DISPOSAL CLEARANCE

The records listed on attached sheet are eligible for disposal. They will be destroyed as scheduled if no reply is received by July 9, 2007. If you do not concur in this action, please return this letter and justify continued retention on the space below. Cite Accession Number and include a new disposal for these records.

* Please sign your name at the bottom.

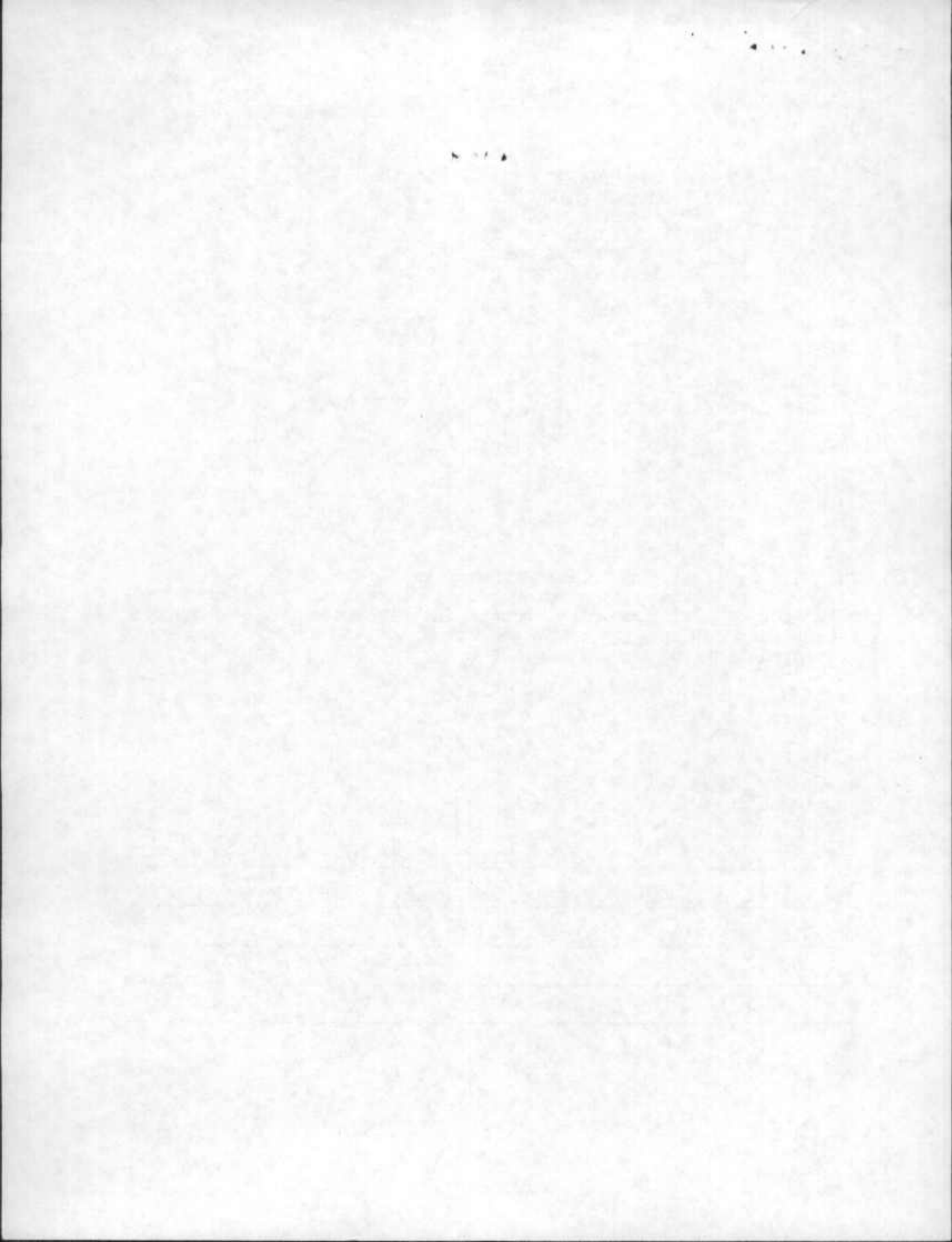
Sincerely,

Gabriel Lopez
Gabriel Lopez
Records Center Manager

For Audit reasons the attached retention list
need to be extended until 6-01-2010. Thanks.

03W183, 03W362, 05W1128

Victoria Warner



R-21

S-10-11

(2) SPACE

(S-11)

DUE Back By: June 25, 2007
9:00 A.M.

Vicky

DEPARTMENT OF GENERAL SERVICES
RECORDS MANAGEMENT DIVISION
STATE RECORDS CENTER
P.O. BOX 275
JESSUP, MARYLAND 20794-0275
410-799-1379

June 8, 2007

26.03.05
MS. CAROLYN DIXON
SHA OFFICE OF FINANCE
707 N. CALVERT STREET, RM 504
BALTIMORE, MD 21202

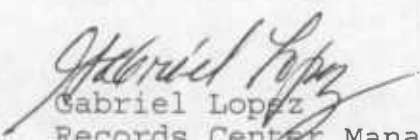
③
Accession #
03W183
03W362
05W1128

SUBJECT: DISPOSAL CLEARANCE

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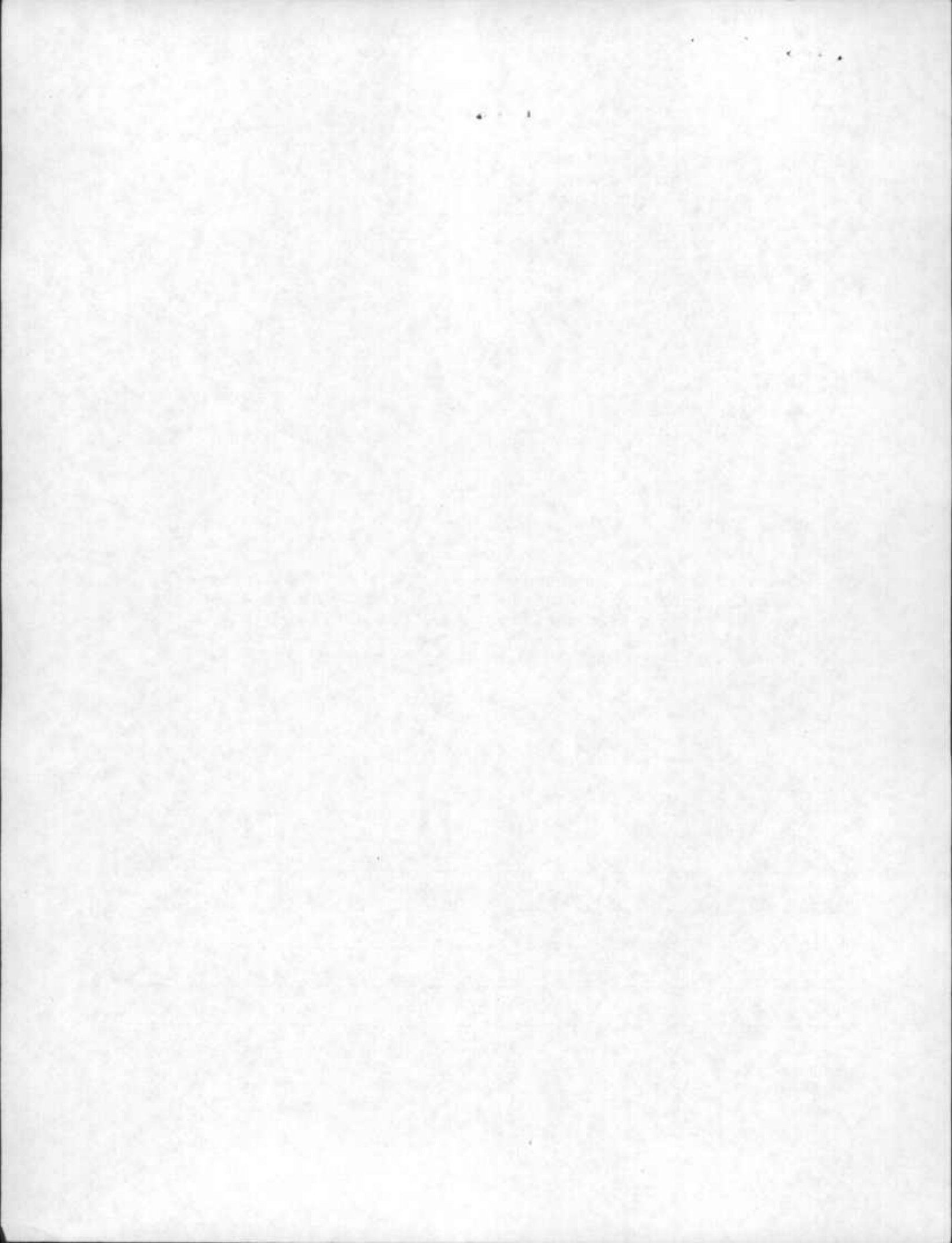
Sincerely,


Gabriel Lopez
Records Center Manager

For Audit reasons the attached retention list
need to be extended until 6-01-2010. Thanks.

03W183, 03W362, 05W1128





E

RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1. SHA		Accession No. 05W1133	Date Rec'd 4-20-05
			RM Code 26.03.05
B. Division/Unit R&D -- Cashiers Office	Range 4	Location Section(s) 11	No. of Cu. Ft. 4
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		Records Center Manager	
D. Phone No. 410-545-5703		To Be Completed At State Records Management Center	
E. Agency Official Jackie Steffy			
2. Box Numbers	3. Description of Records with Inclusive Dates		4. Disposal Authority Schedule, Item No., Disposal Date

163	Cash Receipts Back Up	FY 2003	07/01/02-07/31/02	2010-1811	7/2010
164	Cash Receipts Back Up	FY 2003	08/01/02-08/30/02	2010-1811	
165	Cash Receipts Back Up	FY 2003	09/03/02-09/30/02	2010-1811	Item #
166	Cash Receipts Back Up <i>Copies</i>	FY 2003	10/10/02-10/31/02	2010-1811	3

R-4
S-11

1955-1956

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E

RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. MARYLAND STATE HIGHWAY ADMIN.		Accession No. 05W1134	Date Rec'd 4-20-05
			RM Code 26.03.05
B. Division/Unit FARS		Location Range Section(s) 5 30-31	No. of Cu. Ft. 34
C. Mailing Address 707 N. Calvert Street		Records Center Manager	
D. Phone No. 410-545-5697			
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>FY 2003</i>	<i>1809</i>	
1	Expense 541717-541977	<i>Item #</i>	1649; 6/2010 <i>7/2010</i>
2	Expense 541197-541425	<i>5</i>	1649; 6/2010
3	Expense 522126-523011		1649; 6/2010
4	Expense 521380-522125		1649; 6/2010
5	Expense 520569-521379		1649; 6/2010
6	Expense 523012-523768		1649; 6/2010
7	Expense 523769-524509		1649; 6/2010
8	Expense 524510-525036		1649; 6/2010
9	Expense 525057-525947		1649; 6/2010
10	Expense 525948-526674		1649; 6/2010
11	Expense 520140-520565		1649; 6/2010
12	Expense 526575-527184		1649; 6/2010
13	Expense 527185-527832		1649; 6/2010
14	Expense 539245-539924		1649; 6/2010
15	Expense 527834-528473		1649; 6/2010
16	Expense 528474-529173		1649; 6/2010
17	Expense 519244-320132		1649; 6/2010
18	Expense 529174-529770		1649; 6/2010



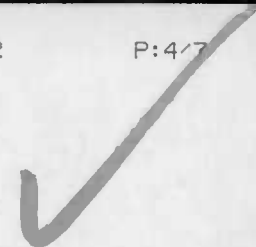
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19	Expense	529771-530411	1649; 6/2010
20	Expense	530412-531036	1649; 6/2010
21	Expense	531037-531666	1649; 6/2010
22	Expense	531667-532344	1649; 6/2010
23	Expense	540581-541196	1649; 6/2010
24	Expense	532345-533029	1649; 6/2010
25	Expense	533030-533820	1649; 6/2010
26	Expense	533821-534412	1649; 6/2010
27	Expense	534413-535001	1649; 6/2010
28	Expense	535002-535579	1649; 6/2010
29	Expense	539925-540580	1649; 6/2010
30	Expense	535580-536213	1649; 6/2010
31	Expense	536239-536759	1649; 6/2010
32	Expense	536875-537601	1649; 6/2010
33	Expense	537602-538304	1649; 6/2010
34	Expense	538305-539204	1649; 6/2010

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E



RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1. <i>Maryland State Hwy</i>		Accession No. <i>06W263</i>	Date Rec'd <i>10-25-05</i>
			RM Code <i>26.03.05</i>
B. Division/Unit <i>FARS</i>	Range <i>17</i>	Location Section(s) <i>26</i>	No. of Cu. Ft. <i>4</i>
C. Mailing Address <i>707 N. Calvert St</i>	Records Center Manager		
D. Phone No. <i>410-545-5697</i>	To Be Completed At State Records Management Center		
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates		4. Disposal Authority Schedule, Item No., Disposal Date
<i>26</i>	<i>Expense Pay 05 & 06 Fy05</i>	<i>542598-543167</i>	<i>1849 - June 10</i>
<i>27</i>	<i>Expense Pay 07 & 08 Fy05</i>	<i>543168-543730</i>	<i>1849 - June 10</i>
<i>28</i>	<i>Expense Pay 09 & 10 Fy05</i>	<i>543731-544329</i>	<i>1849 - June 10</i>
<i>29</i>	<i>Expense Pay 11 & 12 Fy05</i>	<i>544330-544998</i>	<i>1849 - June 10</i>
		<i>1809</i> <i>5</i>	<i>July 2010</i>

R-17

S-26

10-20-01 10:22-02

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EX

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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1. MARYLAND STATE HIGHWAY ADMINISTRATION		Accession No. <i>06W264</i>	Date Rec'd <i>10-25-05</i>
			RM Code <i>26.03.05</i>
B. Division/Unit FARS	Range	Location Section(s) <i>26</i>	No. of Cu. Ft. <i>8</i>
C. Mailing Address 707 N. CALVERT STREET	<i>17</i>		
D. Phone No. 410-545-5697	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
	Equipment <i>FY 2003</i>		
1	April 2005	2 - 9's	1649 - June 10
2	April 2005	00's 1's	1649 - June 10
3	March 2005	2's - 9's	1649 - June 10
4	March 2005	00's-1's	1649 - June 10
5	Feb. 2005	2's - 9's	1649 - June 10
6	Feb 2005	00's-1's	1649 - June 10
7	May 2005	2's - 9's	1649 - June 10
8	May 2005	0's - 1	1649 - June 10
			<i>Item 12 July 2010</i>

R-17

S-26

10-22-02 OCM 288

20-03-02

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No.	Date Rec'd
		06W1038	5-31-06
B. Division/Unit FARS (Financial Accounting and Reporting)		Location	RM Code
		Range Section(s)	26.03.05
C. Mailing Address 707 N Calvert Street		70 23	No. of Cu. Ft. 17
D. Phone No. 410-545-5693		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	
5	FY2003 - OFIT/GL Interagency Expend Trans(04/03 - 04/03)	2401; June 2010	
8	FY2003 - OFIT/GL Interagency Expend Trans(09/02 - 10/02)	2401; June 2010	
9	FY2003 - OFIT/GL Interagency Expend Trans(08/02 - 09/02)	2401; June 2010	
10	FY2003 - OFIT/GL Interagency Expend Trans(01/03 - 01/03)	2401; June 2010	
13	FY2003 - OFIT/GL Interagency Expend Trans(01/03 - 02/03)	2401; June 2010	
17	FY2003 - OFIT/GL Interagency Expend Trans(12/02 - 01/03)	2401; June 2010	
19	FY2003 - OFIT/GL Interagency Expend Trans(03/03 - 03/03)	2401; June 2010	
20	FY2003 - OFIT/GL Interagency Expend Trans(07/03 - 07/03)	2401; June 2010	
21	FY2003 - OFIT/GL Interagency Expend Trans(06/03 - 06/03)	2401; June 2010	
23	FY2003 - OFIT/GL Interagency Expend Trans(05/03 - 05/03)	2401; June 2010	
27	FY2003 - OFIT/GL Interagency Expend Trans(10/02 - 11/02)	2401; June 2010	
37	FY2001, 2003 - Control Reports DAFR7200, 2271, 8902	2401; June 2010	
38	FY2003 - Control Reports - DAFR2021	2401; June 2010	
41	FY2002,2003 - Inter Stats - Crdt Crds&Sum Util (02/02-12/02)	2401; June 2010	
42	FY2002,2003 - Inter Stats - Inv & Daily Util (07/02-12/02)	2401; June 2010	
47	FY2003 - Control Reports DAFR7200 (12/03/02-05/14/03)	2401; June 2010	
48	FY2003 - Control Reports DAFR2271 (07/12/02-03/19/03)	2401; June 2010	
		Item 1 7/2010	

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EX



RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. State Highway Administration		Accession No. <i>06W1041</i>	Date Rec'd <i>5-31-06</i>
			RM Code <i>26.03.05</i>
B. Division/Unit OFIT - Federal Aid Programming Section		Location Range Section(s) <i>70 23</i>	No. of Cu. Ft. <i>16</i>
C. Mailing Address 707 N. Calvert St. Mailstop C-509 Balto., MD 21202		Records Center Manager	
D. Phone No. 410 545 5777		To Be Completed At State Records Management Center	
E. Agency Official Gary R. Gray, Section Chief			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
	<i>Federal Aid Project Aile</i>	<i>Schedule 8400 item 1</i>	
1	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
2	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
3	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
4	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
5	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
6	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
7	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
8	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
9	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
10	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
11	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
12	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
13	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
14	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
15	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
16	Final Vouchers Cleared (1/2004 thru 5/2005)	2400-1 -- July 2010	
		<i>7/2010</i>	

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MISSING
Box-5

DATE	DESCRIPTION	AMOUNT	BALANCE
1-1-70
1-15-70
1-31-70
2-1-70
2-15-70
2-28-70
3-1-70
3-15-70
3-31-70
4-1-70
4-15-70
4-30-70
5-1-70
5-15-70
5-31-70
6-1-70
6-15-70
6-30-70
7-1-70
7-15-70
7-31-70
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10-31-70
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11-30-70
12-1-70
12-15-70
12-31-70

EX

RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 07W611	Date Rec'd 3/14/07
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office		Range 100	Location Section(s) 9
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		No. of Cu. Ft. 1	
D. Phone No. 410-545-5703		Records Center Manager	
E. Agency Official Jackie Steffy/Norman Gabriel		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
226	Daily Cash Receipts FY 2003 12/02/02-5/30/03 Scanned		5/10-2396 <i>item 1</i> <i>7/2010</i>

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 07W612	Date Rec'd 3/14/07
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office	Range 100	Location Section(s) 9	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		Records Center Manager	
D. Phone No. 410-545-5703		To Be Completed At State Records Management Center	
E. Agency Official Jackie Steffy/Norman Gabriel			
2. Box Numbers 227	3. Description of Records with Inclusive Dates Cash Receipts Back Up FY 2003 4/1/03-4/30/03 Scanned		4. Disposal Authority Schedule, Item No., Disposal Date 4/10-2396 <i>item 1</i> <i>7/2010</i>

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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 07W613	Date Rec'd 3/14/07
			RM Code 26.03.05
B. Division/Unit R&D -- Cashiers Office		Range 100	Location Section(s) 9
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202			No. of Cu. Fl. 1
D. Phone No. 410-545-5703	Records Center Manager		
E. Agency Official Jackie Steffy/Norman Gabriel	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
231	Cash Receipts Back Up FY 2003 1/23/03-2/21/03 Scanned		2/10-2396 Item 1 7/2010

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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

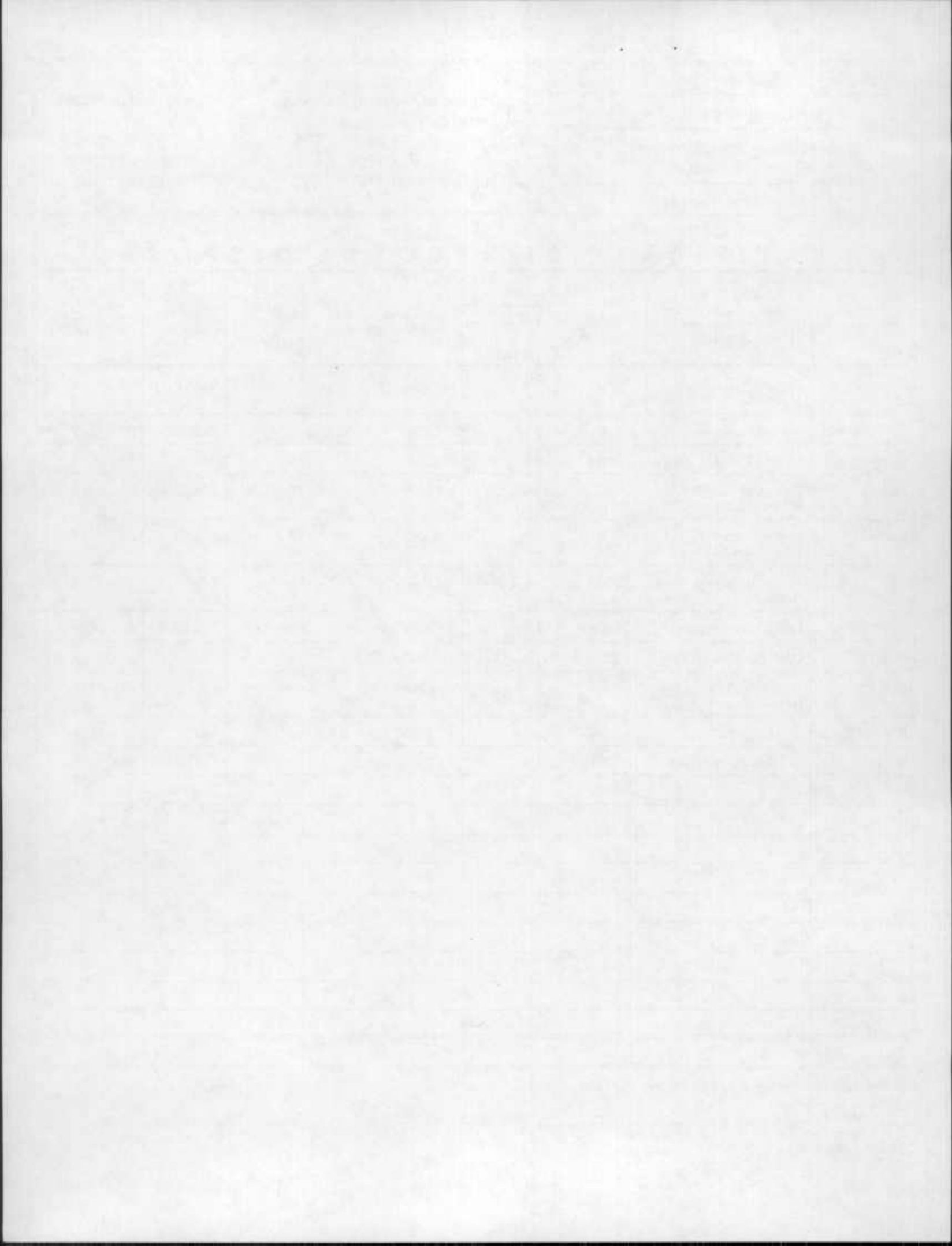
Agency 1.SHA		Accession No. 07W615	Date Rec'd 3/14/07
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office	Range 100	Location Section(s) 9	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202	Records Center Manager		
D. Phone No. 410-545-5703	To Be Completed At State Records Management Center		
E. Agency Official Jackie Steffy/Norman Gabriel			
2. Box Numbers	3. Description of Records with Inclusive Dates		4. Disposal Authority Schedule, Item No., Disposal Date
235	C/R Back Up. FY 2003 6/2/03-6/30/03 Scanned		6/10-2396 item 1 7/2010

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. 08W447	Date Rec'd 10/15/07
			RM Code 26.03.05
B. Division/Unit FARS (Financial Accounting and Reporting)		Location Range Section(s) 9 1	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street		Records Center Manager	
D. Phone No. 410-545-5693		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
18	FY 2003 – FEDERAL AID, HSP, CONT P/R, REG P/R	2401; July 2010 <i>Item 4</i>	
		ITEM 4	

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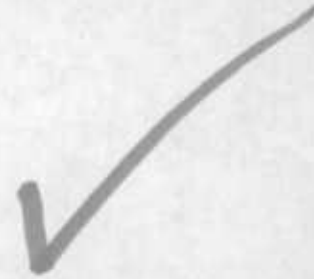


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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)



Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration	Accession No.	Date Rec'd 10/15/07
	08W448	RM Code 26.03.05
B. Division/Unit FARS (Financial Accounting and Reporting)	Location Range Section(s) 33 30	No. of Cu. Ft. 2
C. Mailing Address 707 N. Calvert Street	Records Center Manager	
D. Phone No. 410-545-5693	To Be Completed At State Records Management Center	
E. Agency Official		

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date
19	FY 2003- VEHICLE / EQUIPMENT (07/02 - 06/03)	2401; July 2010
22	FY 2003- EQUIPMENT & USAGE RPTS. (BOX 00'S -1'S)	2401; July 2010 <i>Item 16</i>
		ITEM 16

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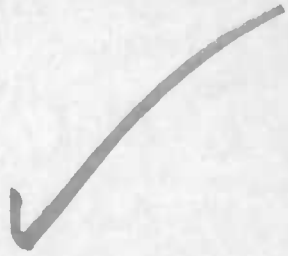


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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)



Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. 08W449	Date Rec'd 10/15/07
B. Division/Unit FARS (Financial Accounting and Reporting)		Location Range Section(s) 34 19	RM Code 26.03.05
C. Mailing Address 707 N. Calvert Street		No. of Cu. Ft. 2	
D. Phone No. 410-545-5693		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	
20	FY 2003- Y/E Closing Books (2 of 2)	2401; July 2010	
21	FY 2003- y/e Closing Books (1 of 2)	2401; July 2010	
		<i>Item 7</i>	
		ITEM 7	

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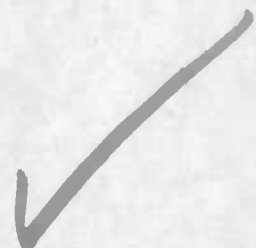
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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)



Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. 08W450	Date Rec'd 10/15/07
			RM Code 26.03.05
B. Division/Unit FARS (Financial Accounting and Reporting)		Location Range Section(s) 35 7	No. of Cu. Ft. 2
C. Mailing Address 707 N. Calvert Street		Records Center Manager	
D. Phone No. 410-545-5693		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
23	FY 2003- Employee Expp., Gross P/R, Cost Alloc., YB Alloc. (07/2002 - 06/2003)	2401; July 2010	
24	FY 2003- Expense Listing (Pay 01 - 26)	2401; July 2010 <i>Item 8</i>	
			ITEM 8

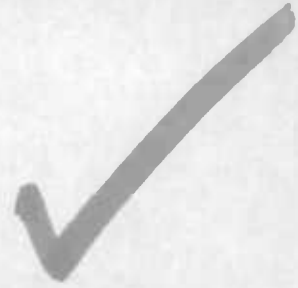
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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)



Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. 08W451	Date Rec'd 10/15/07
			RM Code 26.03.05
B. Division/Unit FARS (Financial Accounting and Reporting)		Location Range Section(s) 9 7	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street		Records Center Manager	
D. Phone No. 410-545-5693		To Be Completed At State Records Management Center	
E. Agency Official			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
25	FY 2003 – Inter-Agency Expenditures (07/2002 – 08/2002)	2401; July 2010 <i>item 1.</i>	
		ITEM 1	

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 08W723	Date Rec'd 3-18-08
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office		Range	Location Section(s) 7 16
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202			No. of Cu. Ft. 4
D. Phone No. 410-545-5703		Records Center Manager	
E. Agency Official Jackie Steffy/Norman Gabriel		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	
300	Payroll Revolving/Working Fund Reconciliations -12/31/2003 - 12/27/2003	07/2010-2396	
325	Cash Receipts Deposit Slips 10/02/2002 - 12/31/2003	07/2010-2396	
367	Cash Receipts and Specifications Check Copies 07/02 - FY03	07/2010-2396	
368	Cash Receipts Deposit Slips 07/1/02 - 02/28/03 FY03	07/2010-2396	
		Items 1, 2 & 3	

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 08W725	Date Rec'd 3-18-08
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office		Location Range Section(s) 7 16	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		Records Center Manager	
D. Phone No. 410-545-5703		To Be Completed At State Records Management Center	
E. Agency Official Jackie Steffy/Norman Gabriel			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
318	Daily Cash Receipts 06/02/2003 - 09/15/2003	07/2010-2396 Item 1	

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EX

RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 08W726	Date Rec'd 3-18-08
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office		Location Range 7 Section(s) 16	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		Records Center Manager	
D. Phone No. 410-545-5703		To Be Completed At State Records Management Center	
E. Agency Official Jackie Steffy/Norman Gabriel			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
320	Cash Receipts Back Up 05/01/2003 - 05/30/2003	07/2010-2396 Item 1	

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EX

RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

Agency 1.SHA		Accession No. 08W727	Date Rec'd 3-18-08
			RM Code 26.03.05
B. Division/Unit R&D - Cashiers Office		Location Range 7 Section(s) 16	No. of Cu. Ft. 1
C. Mailing Address 707 N. Calvert Street, Baltimore, MD 21202		Records Center Manager	
D. Phone No. 410-545-5703		To Be Completed At State Records Management Center	
E. Agency Official Jackie Steffy/Norman Gabriel			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
350	Cashiers Office COS to Transport Reconciliations 07/2002 -06/2003	07/2010-2396	
		Item 1-3	

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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES
 P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1.STATE HIGHWAY ADMINISTRATION		Accession No. 08W1283	Date Rec'd 6-24-08
			RM Code 26.03.05
B. Division/Unit CAPITAL PROGRAM/FEDERAL AID BILLING		Location Range Section(s) 3 25	No. of Cu. Ft. 2
C. Mailing Address 707 N. CALVERT STREET, BALTIMORE, MD 21202		Records Center Manager	
D. Phone No. 410-545-5505		To Be Completed At State Records Management Center	
E. Agency Official REGINA KIDD			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No., Disposal Date	
3.	Journal Entries Type 5 7/02-12/02	2393 2394-5, 7/2010	
4.	Journal Entries Type 1 7/02-6/03	2393 2393-5, 7/2010	

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RECORDS TRANSMITTAL AND RECEIPT
DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 410-799-1930)

Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland State Highway Administration		Accession No. 09W477	Date Rec'd 3-23-09
B. Division/Unit Accounting Operations Division / Data Control Section		Location Range Section(s) 1 20	RM Code 26.03.05
C. Mailing Address 707 North Calvert Street 21202		No. of Cu. Ft. 2	
D. Phone No. 410-545-5756		Records Center Manager	
E. Agency Official Carolyn Dixon 410-545-5718		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	
01 02	ACF2 Security Report - 11/18/2002 to 04/15/2003 ACF2 Security Report - 04/16/2003 to 05/31/2003	2392: July 2010 2392: July 2010 <i>item 1</i>	

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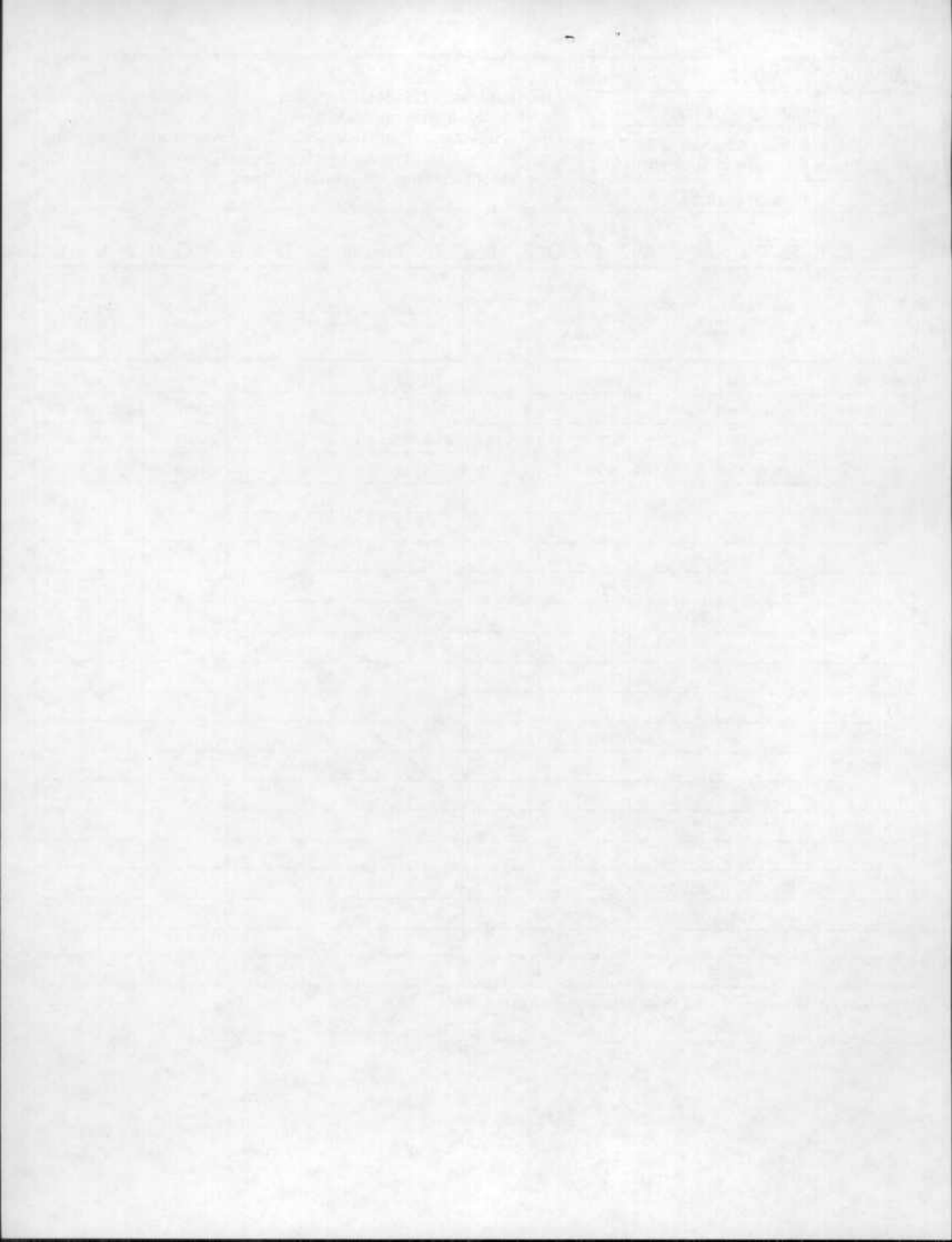
26.03.07 MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
State Highway Administration Office of Material and Technology		
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.				
04W160	Contract Files	925	1	2001 - 2002	6	7/2010	RECYCLE
04W161	Contract Files	925	1	2002	6	7/2010	RECYCLE
04W162	Contract Files	925	1	2002 - 2003	6	7/2010	RECYCLE
04W163	Contract Files	925	1	2003	39	7/2010	RECYCLE

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

<u>Charlie P. Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>December 30, 2010</u> Date
--------------------------------------	--	----------------------------------



RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

EX ERL



A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION		ACCESSION NO. <i>04W160</i>	DATE REC'D <i>8-27-03</i>
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH <i>Technology</i>			RM CODE <i>26.03.07</i>
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022 <i>21093</i> <i>LUTHERVILLE</i>		LOCATION RANGE SECTION(S) <i>120 7</i>	NO. OF CU. FT. <i>6</i>
D. PHONE NO. (410) 321-3030		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JULIANNE STOLL		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
986	<i>Contract Files 2001 - 2002</i> Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	<i>Sche 925</i> <i>Item # 1</i> Retain for seven ye from date sent to records center, then destroy <i>July 2010</i>
987		
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COMPLETED FILE SCHEDULE 925 BOX 986:

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

AA682-501-570

COMPLETED DATE

March 27, 2001

COMPLETED FILE SCHEDULE 925 BOX 987

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

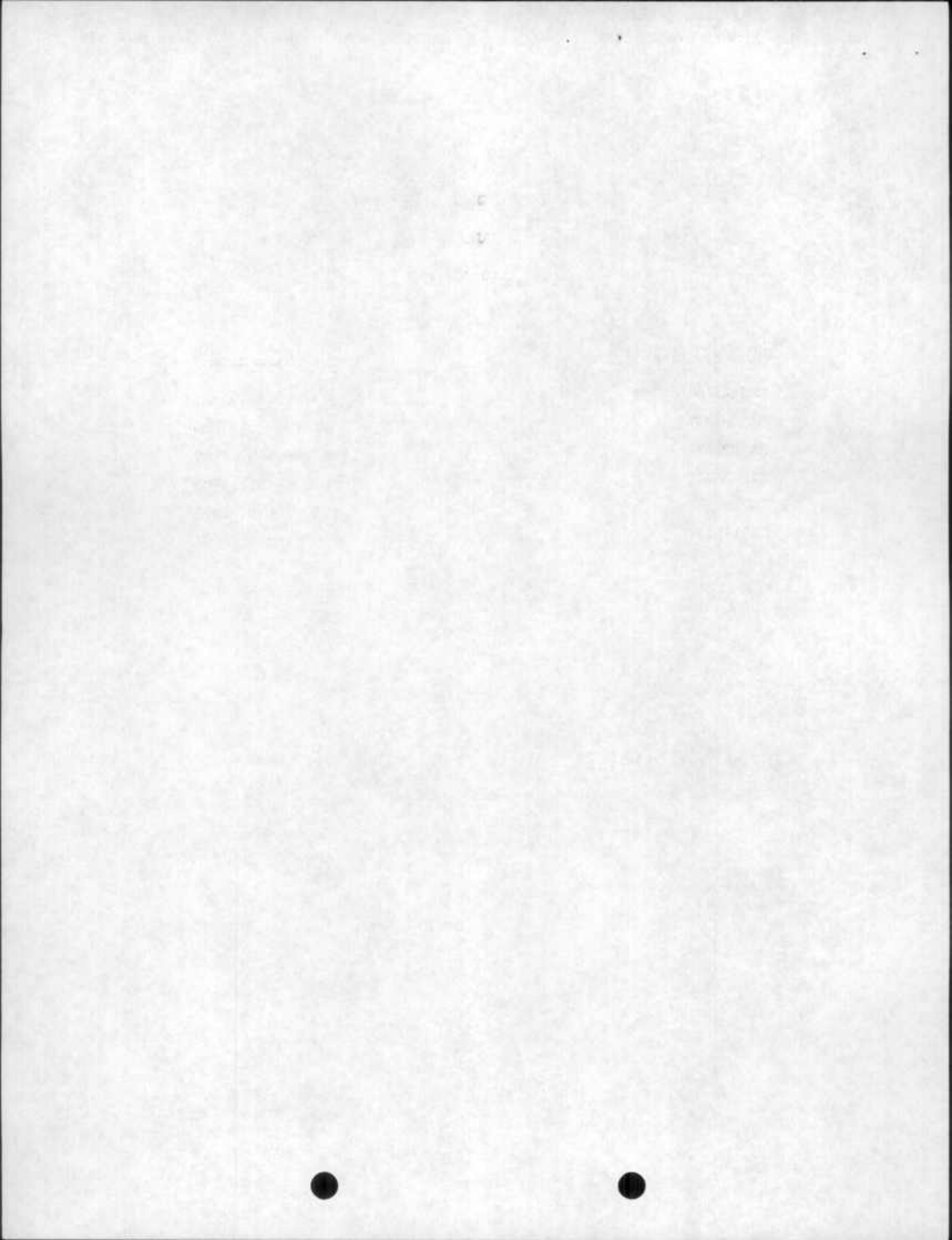
<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AA682-501-570	March 27, 2001
AW1725179	June 13, 2001
DO567BM2	May 07, 2001
KE4335176	April 17, 2001
XX0075177	April 17, 2001

COMPLETED FILE SCHEDULE 925 BOX 988

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AA6065170	July 20, 2001
AW2435179	November 26, 2001
AW3595124	September 10, 2001
QA7085177	October 22, 2001
WI7045177	June 07, 2001
WO7005184	December 28, 2001
WO7375177	August 23, 2001
XX3225177	November 28, 2001
XX3235177	November 26, 2001
4770021400	February 05, 2001



COMPLETED FILE SCHEDULE 925 BOX 989

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

CE7645177

January 18, 2002

S03655171

February 7, 2002

XX1025185

February 8, 2002

XX2055177

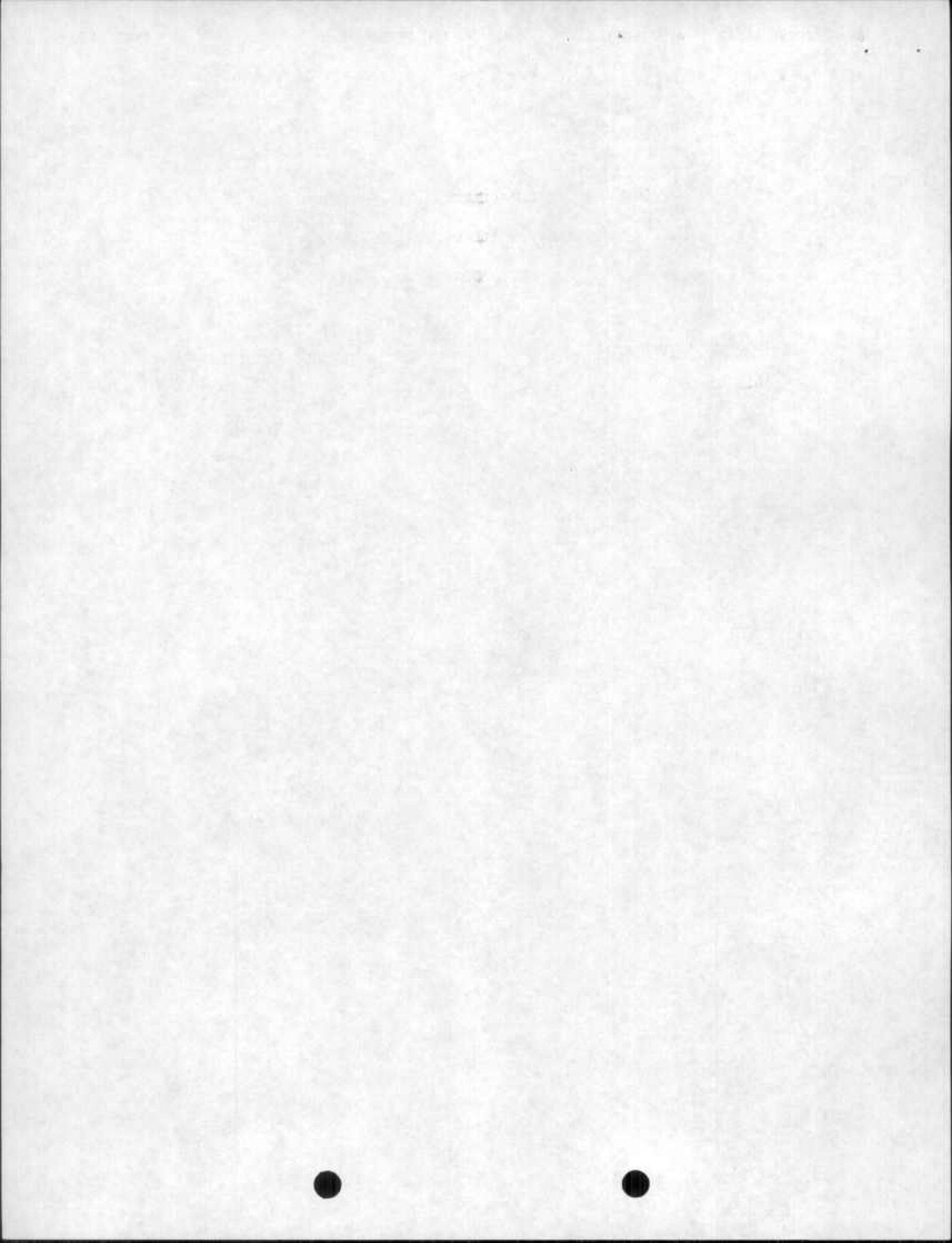
January 31, 2002

XX2205177

February 8, 2002

XX3195177

December 6, 2001



COMPLETED FILE SCHEDULE 925 BOX 990

STORED IN HALL OF RECORDS

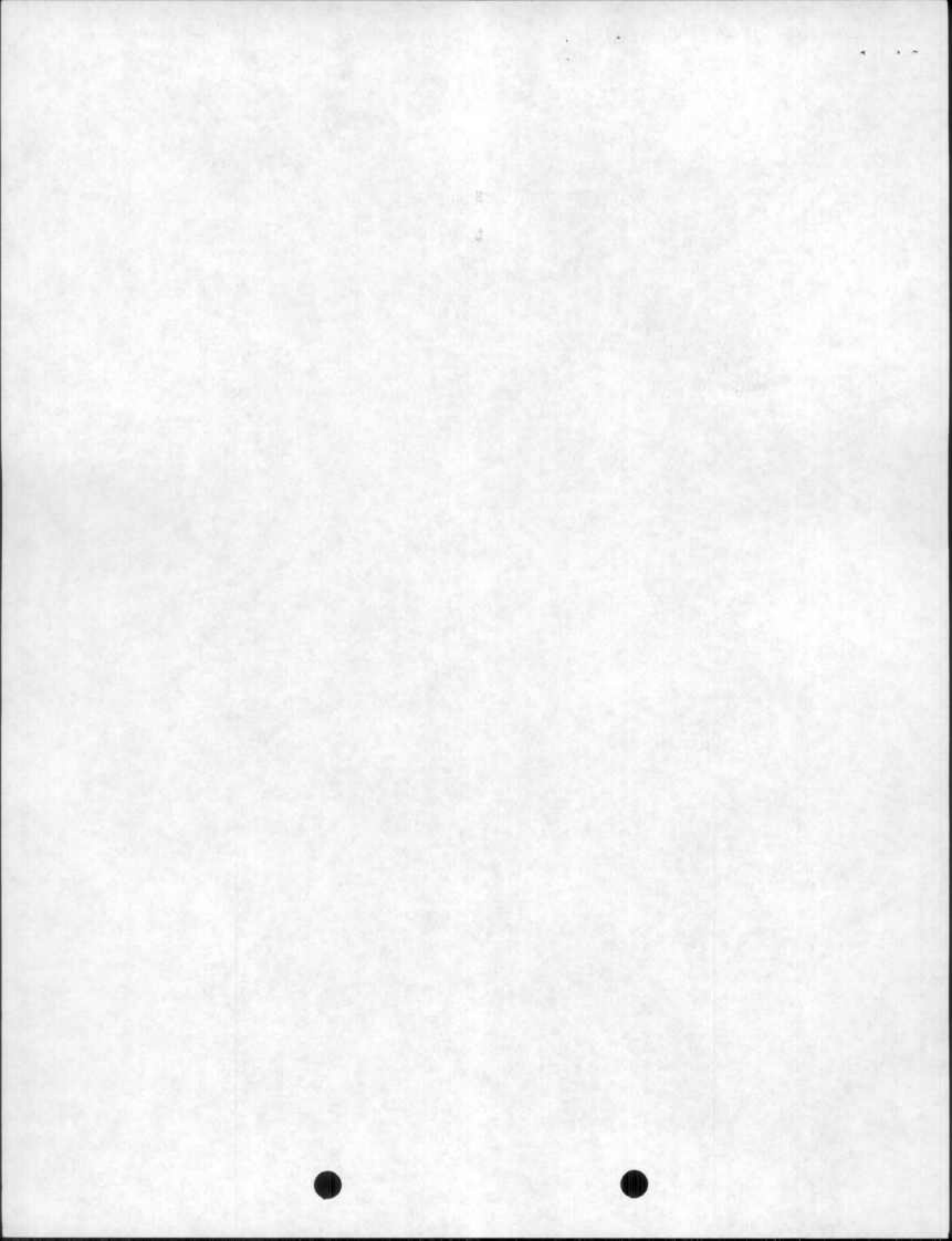
COMPLETED CONTRACTS

CONTRACT NUMBER

AA132-501-570

COMPLETED DATE

April 12, 2002



COMPLETED FILE SCHEDULE 925 BOX 991

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

AA132-501-570

COMPLETED DATE

April 12, 2002

A-120

8-7

EX ERL



RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 375, JESSUP, MD. 20794 (TELEPHONE - 796-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND STATE HIGHWAY ADMIN.		ACCESSION NO. <i>04W/161</i>	DATE REC'D <i>8-27-03</i>
B. DIVISION/UNIT OFFICE OF MATERIALS & TECHNOLOGY			RM CODE <i>26.03.07</i>
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD 21022 <i>21093</i> <i>Lutherville</i>		LOCATION RANGE SECTION(S) <i>120 7</i>	NO. OF CU. FT. <i>6</i>
D. PHONE NO. (410) 321-3030		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JULIANNE STOLL - ADMIN. SPEC. II		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	1. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1003 1004 1005 1006 1007 1008	<i>Contract Files - 2002</i> Record Center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	SCHEDULE #925 ITEM# 1 Retain for 7 years from date of completion of the contract, then destroyed. <i>July 2010</i>	



Faint, illegible text or markings, possibly bleed-through from the reverse side of the page.



COMPLETED FILE SCHEDULE 925 BOX 1003

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

AA893-505-572

March 18, 2002

D0578-5170

April 17, 2002

W0749-5170

April 04, 2002

XX207-5177

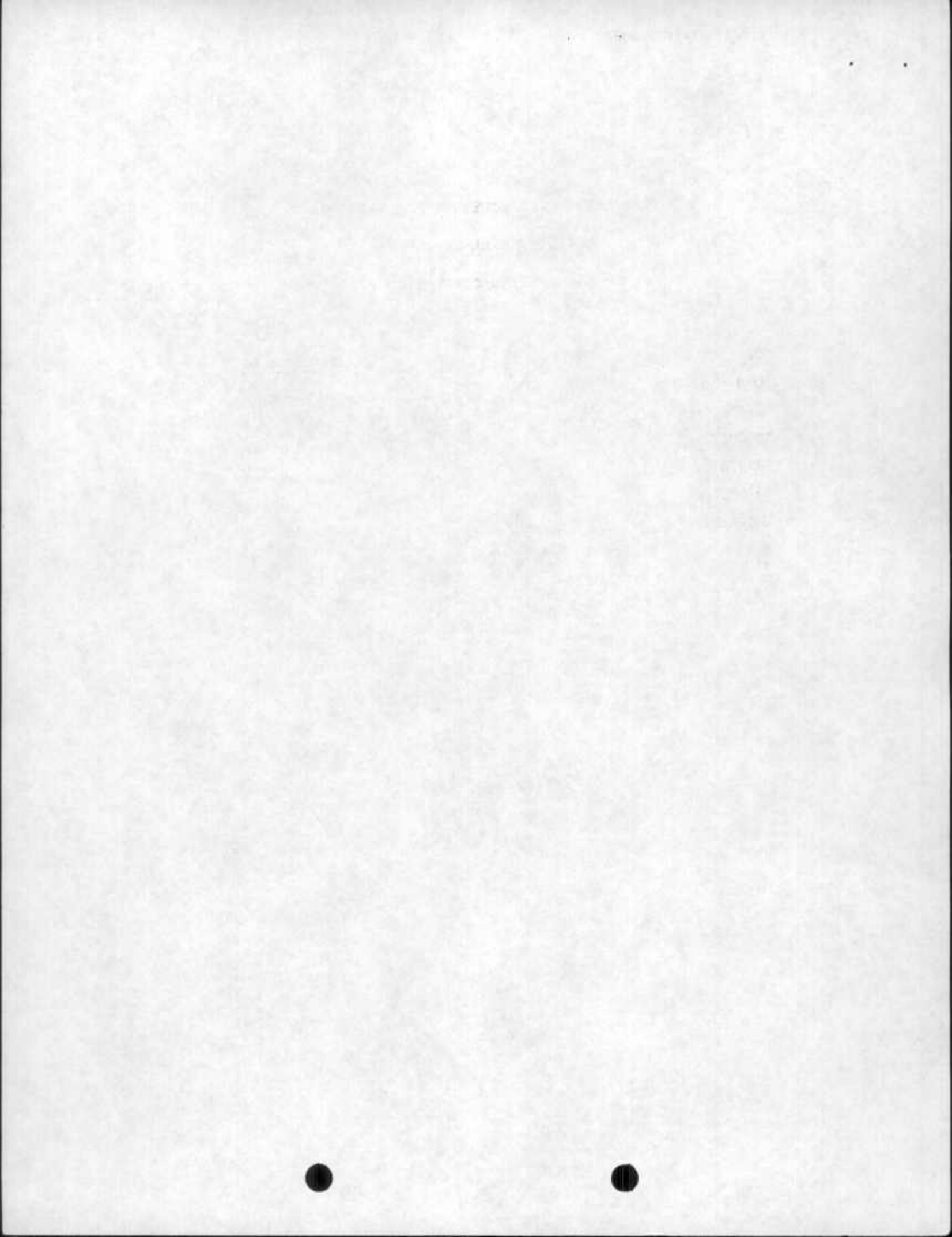
February 27, 2002

XX214-5177

February 25, 2002

XX309-5177

February 20, 2002



COMPLETED FILE SCHEDULE 925 BOX 1004

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AW101-501-085	05-20-02
CE7835180	06-06-02
S0389GM1	07-03-02
S03975177	05-07-02
W07575180	05-09-02
XX2175277	07-15-02

COMPLETED FILE SCHEDULE 925 BOX 1005

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

AA132-504-572

COMPLETED DATE

July 2, 2002

COMPLETED FILE SCHEDULE 925 BOX 1006

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

AA132-504-572

COMPLETED DATE

July 2, 2002

COMPLETED FILE SCHEDULE 925 BOX 1007

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AA6255124	09-05-02
AW6895124	09-05-02
BW263M83	04-18-02
CO5665177	08-23-02
QA2195188	09-05-02
WI6885183	09-04-02
XX0025177	09-10-02
XX2145277	09-10-02

COMPLETED FILE SCHEDULE 925 BOX 1008

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

CE7735184

09-13-02

WI6415270

09-10-02

R-120

S-7

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

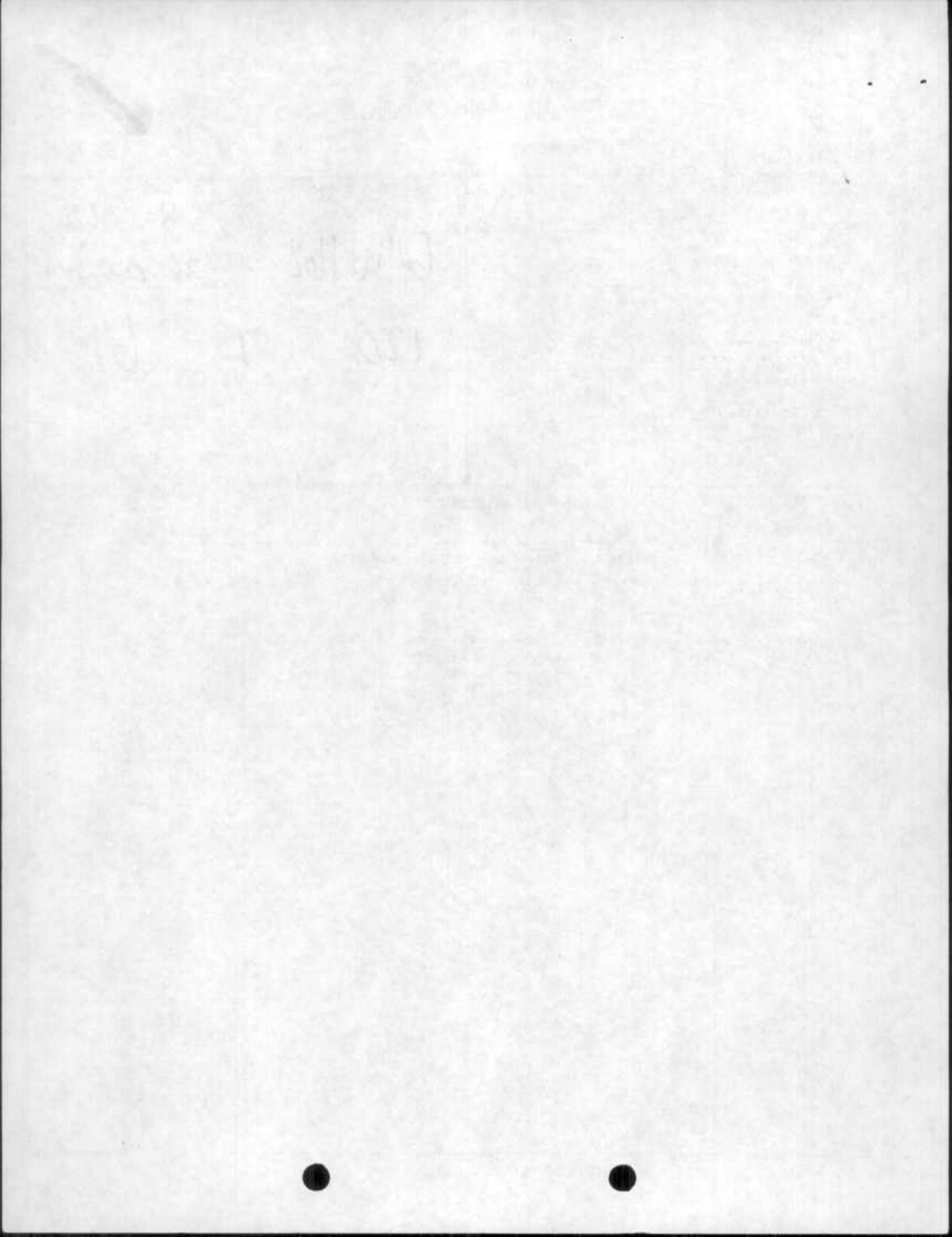
RECORDS TRANSMITTAL AND RECEIPT



DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 29.02:7300 1. MARYLAND STATE HWY. ADMIN.		ACCESSION NO. <i>Q4W/162</i>	DATE REC'D <i>8-27-03</i>
B. DIVISION/UNIT OFFICE OF MATERIALS & TECHNOLOGY			RM CODE <i>26.03.07</i>
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD 21022- <i>21093</i> <i>Lutherville</i>		LOCATION RANGE SECTION(S) <i>120 7</i>	NO. OF CU. FT. <i>6</i>
D. PHONE NO. (410) 321-3030		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JULIANNE STOLL - HUMAN RESOURCES		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
1020	<i>Contract Files - 2002 - 2003</i> Record center boxes arranged alphabetically by contract code number.	<i>Scheff 925</i> <i>Ham #1</i> Retain for seven years from date sent to records center, then destroy.
1021	No filing equipment was released by this transfer.	
1022	However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion	
1023		
1024		
1025		<i>July 2010</i>



COMPLETED FILE SCHEDULE 925 BOX 1020

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AA6675180	11-25-02
AW3786114	11-29-02
AW3955124	10-15-02
AW4045124	10-15-02
CO557BM1	01-14-03
KE445BM2	12-02-02
QA7075177	09-20-02
TA3905177	11-19-02
TA4145129	12-16-02
W07425276	10-25-02
XX1025285	12-12-02

COMPLETED FILE SCHEDULE 925 BOX 1021

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

WI6415170

COMPLETED DATE

11-19-02

COMPLETED FILE SCHEDULE 925 BOX 1022

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

W07385170

COMPLETED DATE

11-25-02



COMPLETED FILE SCHEDULE 925 BOX 1023

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

W07385170

COMPLETED DATE

11-25-02

COMPLETED FILE SCHEDULE 925 BOX 1024

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

CE4455129

02/14/03

QA6885183

12/19/02

QA7105180

12/17/02

W07625184

02/10/03

XX1165285

02/13/03

COMPLETED FILE SCHEDULE 925 BOX 1025

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

AW6935124

02/24/03

QA6855177

02/10/03

QA7285176

03/10/03

WI7035180

02/24/03

W06255187

02/14/03

R-120

S-7

EX

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 29.02:7300 1. MARYLAND STATE HWY. ADMIN.		ACCESSION NO. <i>04W1163</i>	DATE REC'D <i>8-27-03</i>
B. DIVISION/UNIT OFFICE OF MATERIALS & TECHNOLOGY			RM CODE <i>26.03.07</i>
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD 21022 <i>21093</i> <i>Lutherville</i>		LOCATION RANGE SECTION(S) <i>120 7-9</i>	NO. OF CU. FT. <i>39</i>
D. PHONE NO. (410) 321-3030		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JULIANNE STOLL - HUMAN RESOURCES		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
1032 thru 1070	<p><i>Contract Files - 2003</i></p> <p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion</p>	<p><i>Sche # 925</i></p> <p><i>Item #1</i></p> <p>Retain for seven years from date sent to records center, then destroy.</p> <p><i>July 2010</i></p> <p><i>13</i></p>

100-1-100
100-1-100
100-1-100

Completed File Schedule 925 Box 1032
Stored in Hall of Records

Completed Contracts

Contract Number

Completed Date

2003

HO8165170
406D71402
BA7475180
HA1875177
AW3945124
HA1775177
HO8647114
XX3135177

Completed File Schedule 925 Box 1033

Stored in Hall of Records

Completed Contracts

Contract Number

Completed Date

HA1735177
BA3505176
AW6745124
HA2175177
XX3065177
HA9195176
HO8515174
HO8505124
AT2455124
HA1855177

R-120

S-7-9

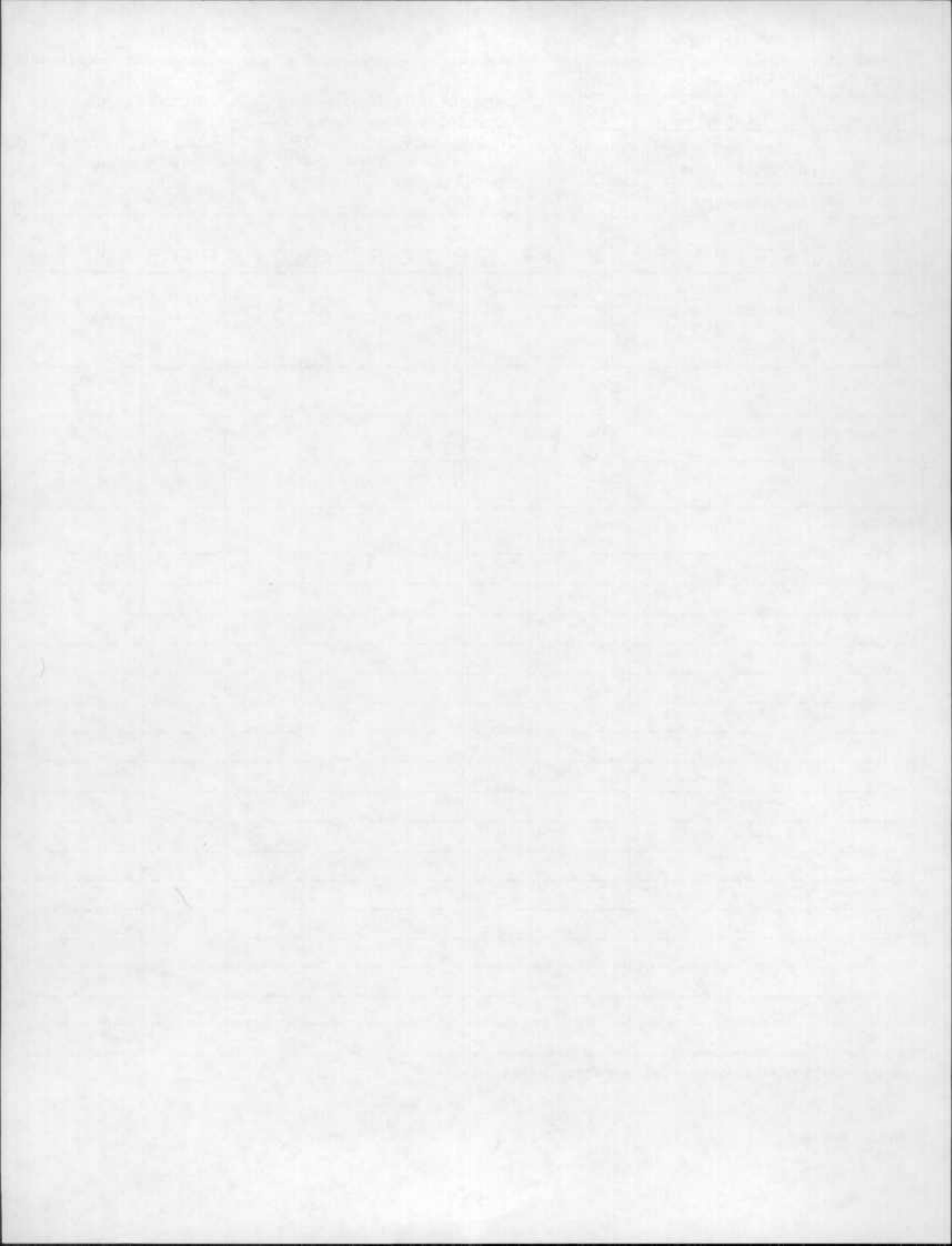
28.01.05.00 UNIV	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
University of Maryland at Baltimore Financial Services		
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 <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
97W486	General Accounting Records	2302	1	FY 1996	87	7/2010	RECYCLE
04W643	General Accounting Records	2302	1	FY 2003	407	7/2010	RECYCLE
07W410	General Accounting Records	2302	1	FY 2003	44	7/2010	RECYCLE
08W890	General Accounting Records	2302	1	FY 2007	101	7/2010	RECYCLE

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

Charlie P. Lopez	Records Center Manager	December 30, 2010
<small>Signature</small>	<small>Title</small>	<small>Date</small>



RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO. 97W483	DATE REC'D 10-28-96
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05.00
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 17 14-16	NO. OF CU. FT. 87
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen		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
	<p>General Accounting Records (1429) FY1996 Boxes 1-87 Disposal Date: 6/30/2003 Agency Code: R31</p> <p style="text-align: center;">SEE ATTACHED SCHEDULE</p> <p style="text-align: center;"><i>Save Boxes # 2, 3, 4, 5, 6</i></p>	<p style="text-align: right;"><i>2302</i> <i>Sch. 1429</i> <i>Item # 1</i> <i>7/03</i> <i>7/10</i></p> <p style="text-align: right;"><i>— 7/2010</i></p> <p style="text-align: right;"><i>DISPOSAL</i> <i>8/12/04</i> <i>LSS</i></p>

22-01

8846199

18-01-11 71

DEPARTMENT OF GENERAL SERVICES
RECORDS MANAGEMENT DIVISION
STATE RECORDS CENTER
P.O. BOX 275
JESSUP, MARYLAND 20794-0275
410-799-1379

June 6, 2003

110
706
7295

28.01.05
MR. WAYNE F. ALLEN
UNIVERSITY OF MARYLAND BALTIMORE/FINANCIAL SERVICES
737 WEST LOMBARD STREET
BALTIMORE, MD. 21201

SUBJECT: DISPOSAL CLEARANCE

The records listed on attached sheet are eligible for disposal. They will be destroyed as scheduled if no reply is received by July 7, 2003. If you do not concur in this action, please return this letter and justify continued retention on the space below. Cite Accession Number and include a new disposal for these records.

Sincerely,

Gabriel Lopez
Gabriel Lopez
Records Center Manager

We request that the following boxes be retained, because of personnel issues regarding leave records. The Accession No. 97W483 relates to these boxes and the new disposal date should be 6/30/2010.

1/8/03
alpu
78W698

DGS 550-7

- Box No. 2 Financial Services Leave Records
7/1/90 - 6/30/91
- Box No. 3 Financial Services Leave Records
7/1/91 - 6/30/92
- Box No. 4 Financial Services Leave Records
7/1/92 - 6/30/93
- Box No. 5 Financial Services Leave Records
7/1/93 - 6/30/94
- Box No. Financial Services Leave Records
7/1/94 - 6/30/95

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
2	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
3	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
4	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
5	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
6	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
7	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
8	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
9	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
10	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
11	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
12	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
13	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
14	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
15	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
16	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
17	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
18	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
19	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
20	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
21	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
22	RESTRICTED FUNDS-Grant Folders	1429	1	6/30/03
23	RESTRICTED FUNDS-MN FY94	1429	1	6/30/03
24	RESTRICTED FUNDS-JV FY94	1429	1	6/30/03
25	RESTRICTED FUNDS-MB FY94	1429	1	6/30/03
26	RESTRICTED FUNDS-MN FY94	1429	1	6/30/03
27	RESTRICTED FUNDS-MN FY94	1429	1	6/30/03
28	RESTRICTED FUNDS	1429	1	6/30/03
29	RESTRICTED FUNDS	1429	1	6/30/03
30	RESTRICTED FUNDS	1429	1	6/30/03
31	QA CBS DUNNING LTRS 5/94-10/95	1429	1	6/30/03
32	QA CBS\$STD LISTS 11/95-4/96 DUNNING LTR	1429	1	6/30/03
33	QA CBS DB AUDIT 7/95-11/95	1429	1	6/30/03
34	QA CBS DB AUDIT 12/95-2/96	1429	1	6/30/03
35	QA FAS BATCH HEADERS 7/6/95-8/30/95	1429	1	6/30/03
36	QA FAS BATCH HEADERS 9/1/95-12/22/95	1429	1	6/30/03
37	QA FAS BATCH HEADERS 12/8/95-4/18/96	1429	1	6/30/03
38	7/1/94 - 8/11/94 - CD2000 - CD2229	1429	1	6/30/03
39	8/12/94 - 8/31/94 - CD2230 - CD2329	1429	1	6/30/03
40	8/31/94 - 9/13/94 - CD2330 - CD 2389	1429	1	6/30/03
41	9/13/94 - 10/24/94 - CD2390 - CD2599	1429	1	6/30/03
42	10/21/94 - 12/22/94 - CD2600 - CD2899	1429	1	6/30/03
43	12/22/94 - 1/23/95 - CD2900 - C12039	1429	1	6/30/03
44	1/23/95 - 2/17/95 - C12040 - C12179	1429	1	6/30/03
45	2/16/95 - 3/31/95 - C12180 - C12390	1429	1	6/30/03
46	4/4/95 - 5/10/95 - C12400 - C12599	1429	1	6/30/03
47	5/10/95 - 6/29/95 - C12600 - C12854	1429	1	6/30/03
48	7/15/94 - 2/28/95 - JV2500 - JV2699, J32121	1429	1	6/30/03

49	93 - 94 - A12201 - A12234, Fin Aid Corr	1429	1	6/30/03
50	93 - 94 - A12235 - A12272, Fin Aid Corr	1429	1	6/30/03
51	93 - 94 - Fin Aid Corr	1429	1	6/30/03
52	7/94 - 6/95 - A12000 - A12351	1429	1	6/30/03
53	93 - 94 - Credit Balance Reports	1429	1	6/30/03
54	7/94 - 9/94 - J22500 - J22615	1429	1	6/30/03
55	9/94 - 12/94 - J22616 - J22725	1429	1	6/30/03
56	12/94 - 3/95 - J22726 - J32580	1429	1	6/30/03
57	3/95 - 6/95 - J32581 - J32703	1429	1	6/30/03
58	6/95 - 6/95 - J32704 - J32747	1429	1	6/30/03
59	7/94 - 6/95 - Loan Collections - PIF A-Ci	1429	1	6/30/03
60	7/94 - 6/95 - Loan Collections - PIF Co-G	1429	1	6/30/03
61	7/94 - 6/95 - Loan Collections - PIF H-K	1429	1	6/30/03
62	7/94 - 6/95 - Loan Collections - PIF L-Mi	1429	1	6/30/03
63	7/94 - 6/95 - Loan Collections - PIF Mo-Ro	1429	1	6/30/03
64	7/94 - 6/95 - Loan Collections - PIF Ru-T	1429	1	6/30/03
65	7/94 - 6/95 - Loan Collections - PIF U-Z	1429	1	6/30/03
66	6/93 - 12/94 - AFSA Bank Reconciliations	1429	1	6/30/03
67	5/27/94 - 8/31/94 - JV Detail	1429	1	6/30/03
68	9/1/94 - 12/20/94 - JV Detail	1429	1	6/30/03
69	12/21/94 - 6/23/95 - JV Detail	1429	1	6/30/03
70	95 - HPL, Perkins Ledgers	1429	1	6/30/03
71	94 - 95 - A12200 - A12253	1429	1	6/30/03
72	6/92 - 6/94 - Registration	1429	1	6/30/03
73	1/94 - 12/94 - Cash Deposit Lists	1429	1	6/30/03
74	94 - 95 - FA Corr, EFT Files	1429	1	6/30/03
75	7/13/94 - 1/17/95 - J12500 - J12533	1429	1	6/30/03
76	1/18/95 - 3/28/95 - J12534 - J12556	1429	1	6/30/03
77	3/28/95 - 6/30/95 - J12557 - J12578	1429	1	6/30/03
78	92 - 95 - Outside Billings	1429	1	6/30/03
79	93 - 95 - Recons - HEGIS	1429	1	6/30/03
80	93 - 95 - Misc Corr - MD Charities	1429	1	6/30/03
81	94 - 95 - Credit Balance Reports	1429	1	6/30/03
82	90 - 92 - Hosp Appls.	1429	1	6/30/03
83	92 - 93 JV2518-JV2657, JV2701-J22523, J22599	1429	1	6/30/03
84	92 - 93 - Health Insurance Waivers	1429	1	6/30/03
85	88 - 92 - Outside Billings	1429	1	6/30/03
86	93 - 95 - Refunds - BC Corr	1429	1	6/30/03
87	RESTRICTED FUNDS- 94 STARS REQUISITIONS	1429	1	6/30/03

R-17
S-14-16

AN

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 04W643	DATE RECEIVED 2-2-04
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.05.00
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) ** SEE BELOW **	NO. OF CU. FT. 407
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		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	
	<p>General Accounting Records ²³⁰² (1429) Fiscal Year: <u>2003</u> Boxes: 1 - 407 Disposal Date: 6/29/10 Agency Code: R31</p> <p>** LOCATION OF RECORDS **</p> <p>BOXES 1 - 269 RANGE - 140 SECTION 28-35</p> <p>BOXES 270 - 407 RANGE - 144 SECTION 6-9</p> <p><i>Retain Boxes 24-39, 130-133 135-139, 141-144, 382-385 388-389, 391-392</i></p>	<p>Schedule#: 1429 ²³⁰² Item#: 1 Disposal Date: 6/30/10 <i>July 2010</i></p> <p><i>* MISSING</i> Boxes No: 110, 190, 249</p> <p><i>7/2010</i></p>	

10.2.2

04/11/13

10.2.2

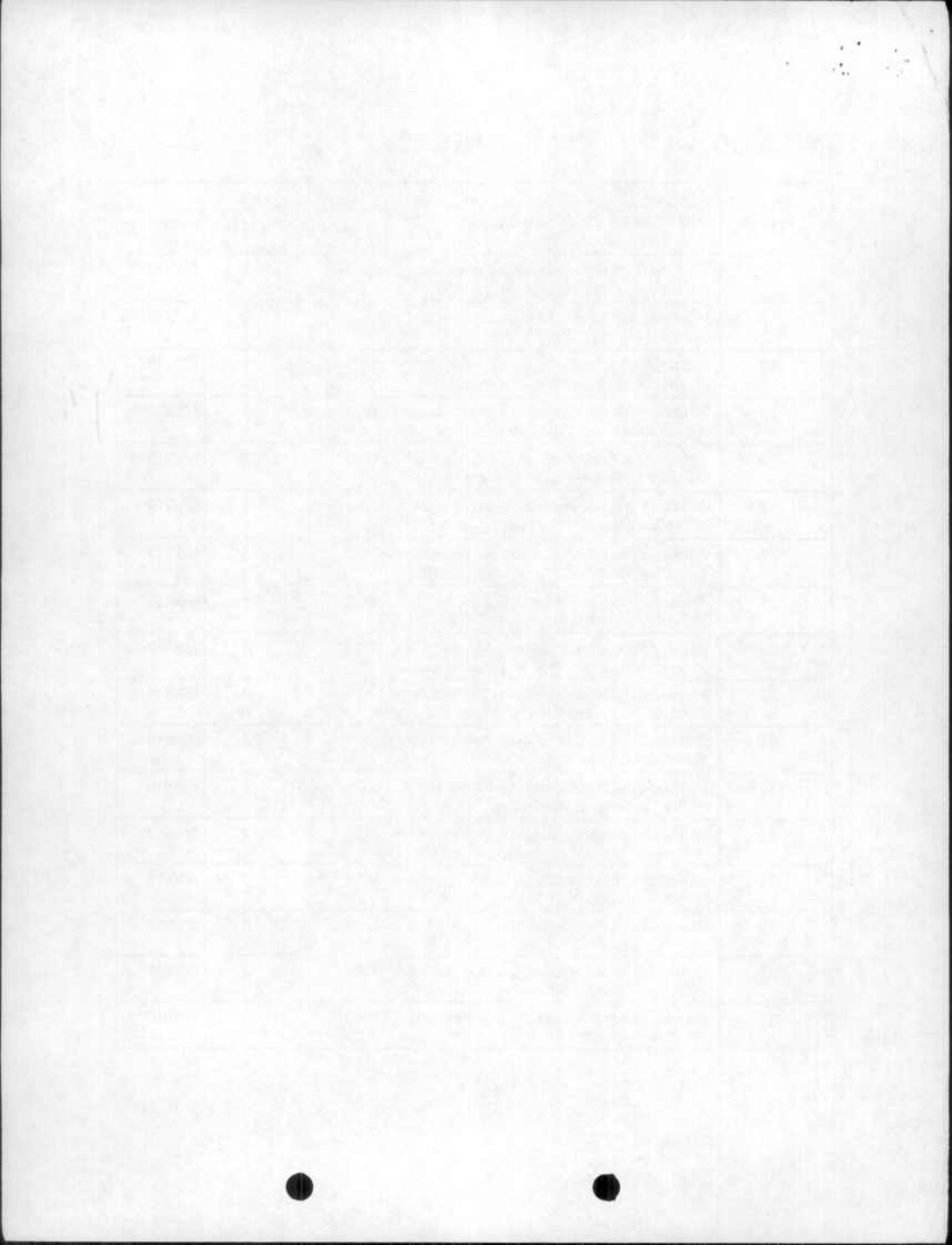
10.2.2

FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Working Fund Reconciliation & Composition of Funds July, 1990 thru December, 1990	1429	1	6/30/10
2	Working Fund Reconciliation & Composition of Funds January, 1991 thru July, 1991	1429	1	6/30/10
3	Working Fund Reconciliation & Composition of Funds August, 1991 thru January, 1992	1429	1	6/30/10
4	Working Fund Reconciliation & Composition of Funds February, 1992 thru July, 1992	1429	1	6/30/10
5	Working Fund Reconciliation & Composition of Funds August, 1992 thru January, 1993	1429	1	6/30/10
6	Working Fund Reconciliation & Composition of Funds February, 1993 thru August, 1993	1429	1	6/30/10
7	Working Fund Reconciliation & Composition of Funds September, 1993 thru March, 1994	1429	1	6/30/10
8	Working Fund Reconciliation & Composition of Funds April, 1994 thru October, 1994	1429	1	6/30/10
9	Working Fund Reconciliation & Composition of Funds November, 1994 thru May, 1995	1429	1	6/30/10
10	Working Fund Reconciliation & Composition of Funds June, 1995 thru December, 1995	1429	1	6/30/10
11	Working Fund Reconciliation & Composition of Funds January, 1996 thru July, 1996	1429	1	6/30/10
12	Working Fund Reconciliation & Composition of Funds August, 1996 thru February, 1997	1429	1	6/30/10
13	Working Fund Reconciliation & Composition of Funds March, 1997 thru September, 1997	1429	1	6/30/10
14	Working Fund Reconciliation & Composition of Funds October, 1997 thru April, 1998	1429	1	6/30/10
15	Working Fund Reconciliation & Composition of Funds May, 1998 thru September, 1998	1429	1	6/30/10
16	Working Fund Reconciliation & Composition of Funds October, 1998 thru March, 1999	1429	1	6/30/10
17	Working Fund Reconciliation & Composition of Funds April, 1999 thru October, 1999	1429	1	6/30/10

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FISACL YEAR 2003

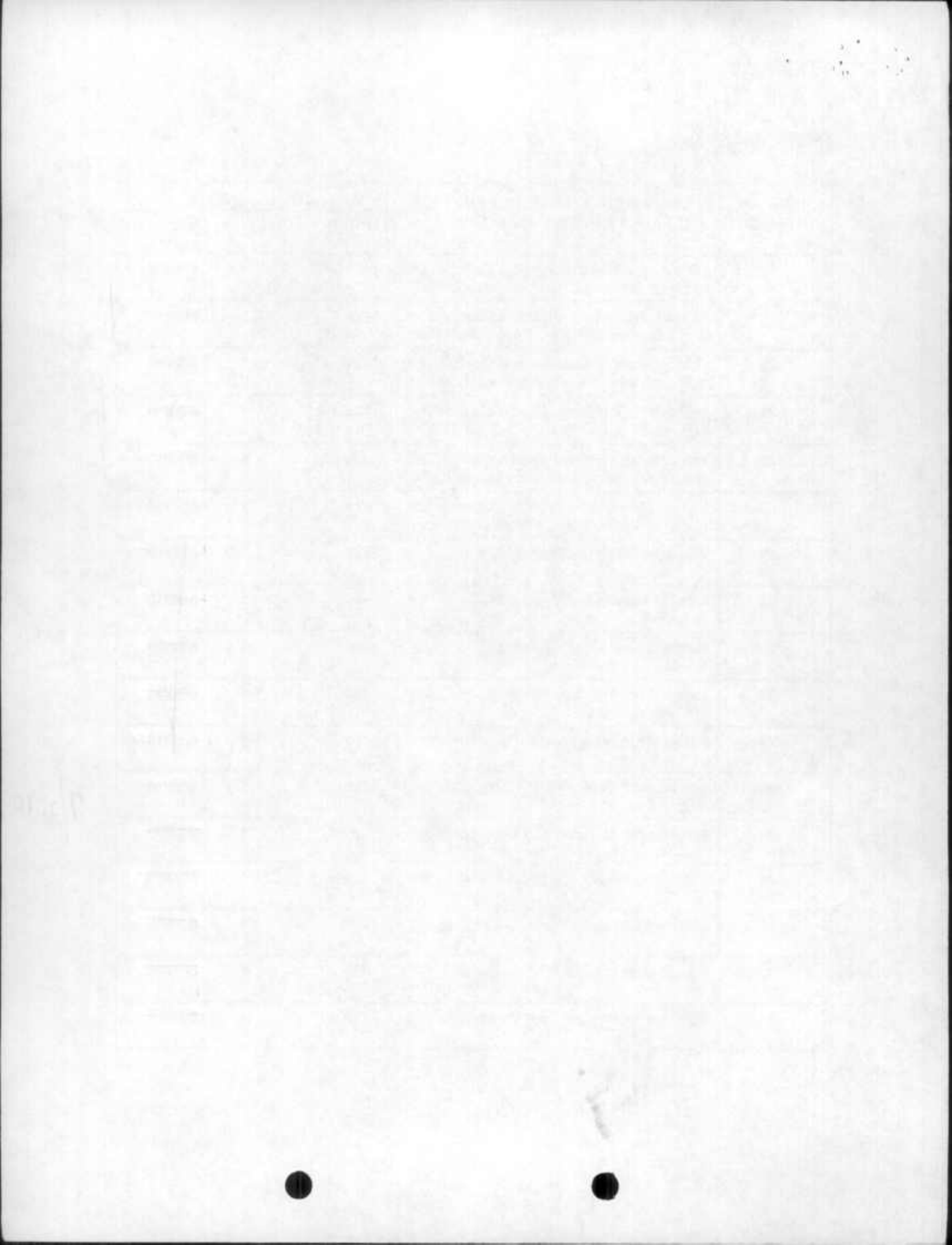
ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
18	Working Fund Reconciliation & Composition of Funds November, 1999 thru May, 2000	1429	1	6/30/10
19	Working Fund Reconciliation & Composition of Funds June, 2000 thru November, 2000	1429	1	6/30/10
20	Working Fund Reconciliation & Composition of Funds December, 2000 thru April, 2001	1429	1	6/30/10
21	Working Fund Reconciliation & Composition of Funds May, 2001 thru September, 2001	1429	1	6/30/10
22	Working Fund Reconciliation & Composition of Funds October, 2001 thru February, 2002	1429	1	6/30/10
23	Working Fund Reconciliation & Composition of Funds March, 2002 thru June, 2002	1429	1	6/30/10
24	Health Sciences Facility (Box 1)	1429	1	6/30/10
25	Health Sciences Facility (Box 2)	1429	1	6/30/10
26	Health Sciences Facility (Box 3)	1429	1	6/30/10
27	Health Sciences Library (Box 1)	1429	1	6/30/10
28	MBI Medical Biotechnology Center (Box 1)	1429	1	6/30/10
29	MBI Medical Biotechnology Center (Box 2)	1429	1	6/30/10
30	MBI Medical Biotechnology Center (Box 3)	1429	1	6/30/10
31	MBI Medical Biotechnology Center (Box 4)	1429	1	6/30/10
32	MBI Medical Biotechnology Center (Box 5)	1429	1	6/30/10
33	School of Nursing Addition Project (Box 1)	1429	1	6/30/10
34	School of Nursing Addition Project (Box 2)	1429	1	6/30/10

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7/2010

Retain
Boxes
24-39



FISACL YEAR 2003

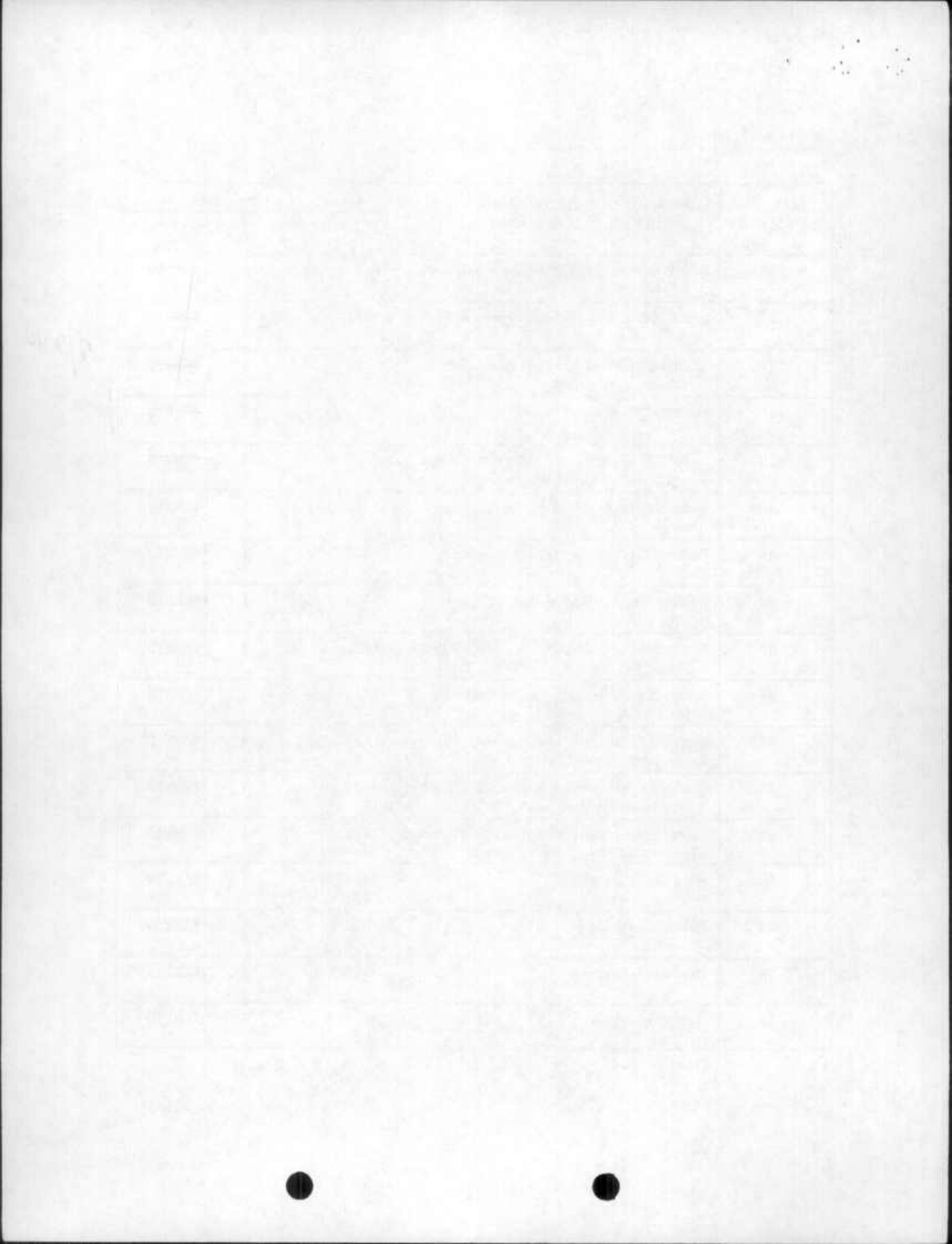
ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
35	School of Nursing Addition Project (Box 3)	1429	1	3/30/10
36	School of Nursing Addition Project (Box 4)	1429	1	6/30/10
37	School of Nursing Addition Project (Box 5)	1429	1	6/30/10
38	UMBI CARB Addition Project	1429	1	3/30/10
39	UMBI CARB Addition Project; Pearl Street Garage; Penn Street Garage; Student Union	1429	1	3/30/10
40	Federal Express Distribution of Charges (Box 1)	1429	1	6/30/10
41	Federal Express Distribution of Charges (Box 2)	1429	1	6/30/10
42	Federal Express Distribution of Charges (Box 3)	1429	1	6/30/10
43	Working Fund Transaction Interface Reports & Transmittal Cover Sheets (Box 1)	1429	1	6/30/10
44	Working Fund Transaction Interface Reports & Transmittal Cover Sheets (Box 2)	1429	1	6/30/10
45	Working Fund Transaction Interface Reports & Transmittal Cover Sheets (Box 3)	1429	1	6/30/10
46	Working Fund Transaction Interface Reports & Transmittal Cover Sheets (Box 4)	1429	1	6/30/10
47	Working Fund Transaction Interface Reports & Transmittal Cover Sheets (Box 5)	1429	1	6/30/10
48	Restricted Funds	1429	1	6/30/10
49	Restricted Funds	1429	1	6/30/10
50	Restricted Funds	1429	1	6/30/10
51	Restricted Funds	1429	1	6/30/10

Retain

7/2010

7/2006



FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
52	Restricted Funds	1429	1	6/30/10
53	Restricted Funds	1429	1	6/30/10
54	Restricted Funds	1429	1	6/30/10
55	Restricted Funds	1429	1	6/30/10
56	Restricted Funds	1429	1	6/30/10
57	Restricted Funds	1429	1	6/30/10
58	Restricted Funds	1429	1	6/30/10
59	Restricted Funds	1429	1	6/30/10
60	Restricted Funds	1429	1	6/30/10
61	Restricted Funds	1429	1	6/30/10
62	Restricted Funds	1429	1	6/30/10
63	Restricted Funds	1429	1	6/30/10
64	Restricted Funds	1429	1	6/30/10
65	Restricted Funds	1429	1	6/30/10
66	Restricted Funds	1429	1	6/30/10
67	Restricted Funds	1429	1	6/30/10
68	Restricted Funds	1429	1	6/30/10

7/2006

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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
69	Restricted Funds	1429	1	6/30/10
70	Restricted Funds	1429	1	6/30/10
71	Restricted Funds	1429	1	6/30/10
72	Restricted Funds	1429	1	6/30/10
73	Restricted Funds	1429	1	6/30/10
74	Restricted Funds	1429	1	6/30/10
75	Restricted Funds	1429	1	6/30/10
76	Restricted Funds	1429	1	6/30/10
77	LFM-A133 - 97 & DHMH AUDIT 91-94	1429	1	6/30/10
78	LFM - ENDOWMENT 95-99	1429	1	6/30/10
79	REQUISITIONS	1429	1	6/30/10
80	LFM-FINANCIAL STATEMENTS 2000	1429	1	6/30/10
81	LFM-FINANCIAL STATEMENTS 2001	1429	1	6/30/10
82	USAID FY 97-00	1429	1	6/30/10
83	REQUISITIONS SUPPLIES/EQUIPMENT	1429	1	6/30/10
84	Restricted Funds	1429	1	6/30/10
85	ben	1429	1	6/30/10

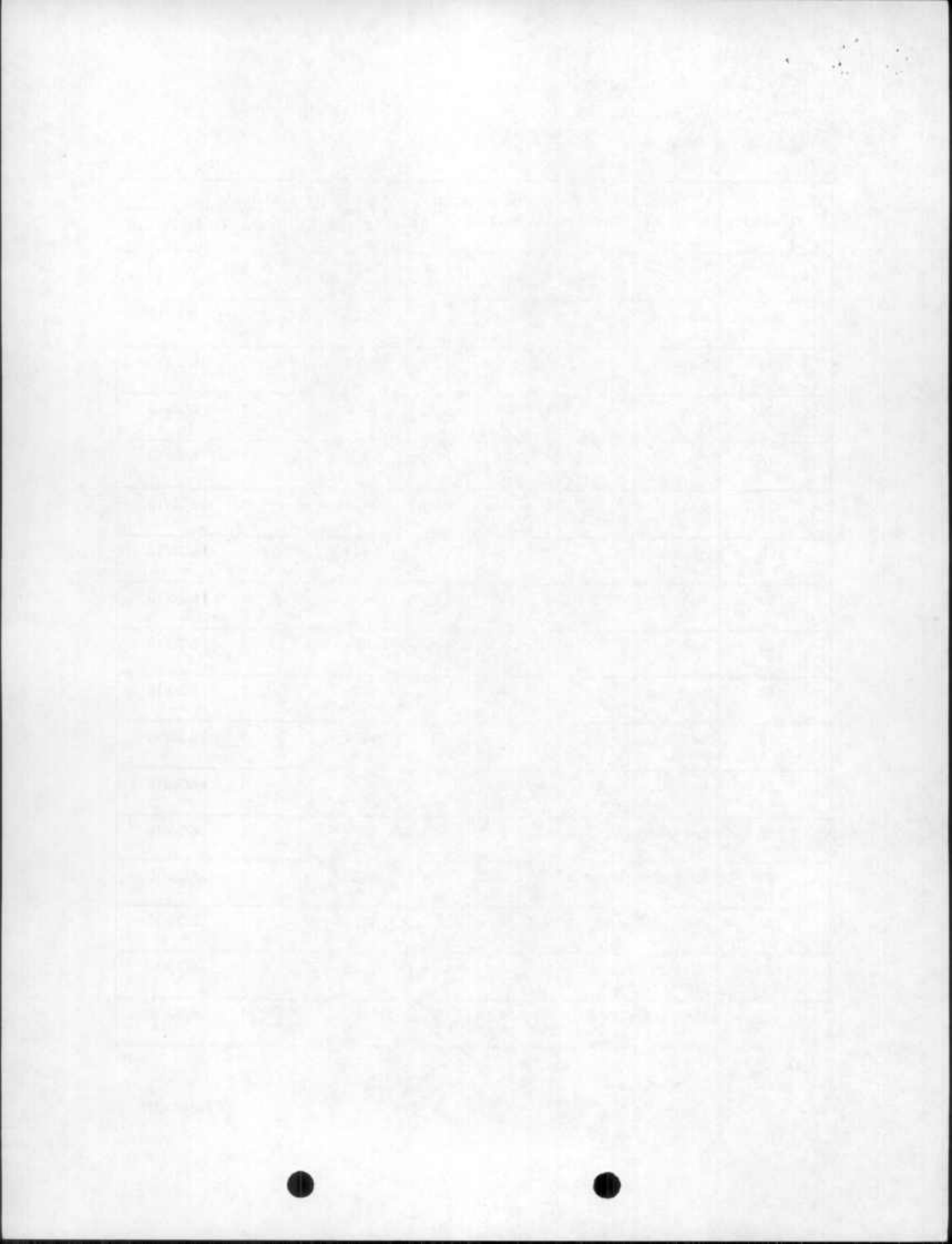
7/2006

FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
86	ben	1429	1	6/30/10
87	ben	1429	1	6/30/10
88	ben	1429	1	6/30/10
89	ben	1429	1	6/30/10
90	ben	1429	1	6/30/10
91	ben	1429	1	6/30/10
92	ben	1429	1	6/30/10
93	ben	1429	1	6/30/10
94	ben	1429	1	6/30/10
95	ben	1429	1	6/30/10
96	ben	1429	1	6/30/10
97	ben	1429	1	6/30/10
98	ben	1429	1	6/30/10
99	Restricted Funds	1429	1	6/30/10
100	Restricted Funds	1429	1	6/30/10
101	Restricted Funds	1429	1	6/30/10
102	Restricted Funds	1429	1	6/30/10

7/2006

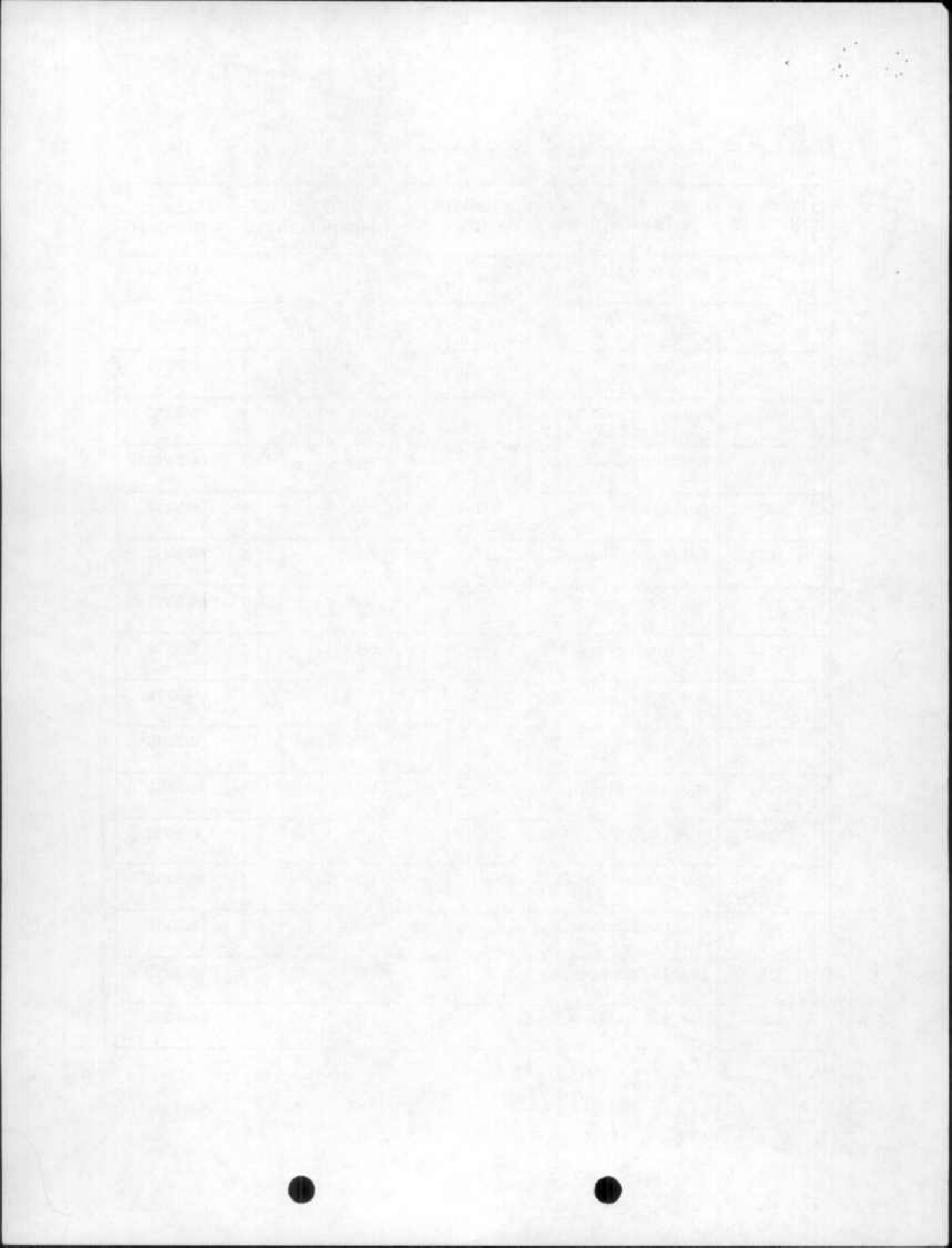


FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
103	Restricted Funds	1429	1	6/30/10
104	Restricted Funds	1429	1	6/30/10
105	Restricted Funds	1429	1	6/30/10
106	Restricted Funds	1429	1	6/30/10
107	Restricted Funds	1429	1	6/30/10
108	Restricted Funds	1429	1	6/30/10
109	Restricted Funds	1429	1	6/30/10
110	Restricted Funds	1429	1	6/30/10
111	SA/ C12200 - C12489	1429	1	6/30/10
112	SA/ CD29310 - CD2999, CD2014 - C12199	1429	1	6/30/10
113	SA/ CD2590 - CD2929	1429	1	6/30/10
114	SA/ CD2330 - CD2589	1429	1	6/30/10
115	SA/ CD2000 - CD2329	1429	1	6/30/10
116	SA/ Carefirst Info, AY01 - current	1429	1	6/30/10
117	SA/ UMBC Insurance history and debt	1429	1	6/30/10
118	SA/ EFT Bank Statements 2/02 - 12/02	1429	1	6/30/10
119	SA/ EFT Bank Statements 3/01 - 1/02	1429	1	6/30/10

7/2006



FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
120	SA/ EFT Bank Statements 07/00 - 02/01	1429	1	6/30/10
121	SA/ C12490 - C12728	1429	1	6/30/10
122	SA/ Carefirst bills and reports 7/00 - 10/01	1429	1	6/30/10
123	SA/ Mgr's SAR #2 & JV's 02	1429	1	6/30/10
124	SA/ C1 2730 - C2 2040	1429	1	6/30/10
125	SA/ J2 2500 - J2-2645	1429	1	6/30/10
126	SA/ SAR deposits 7/02 - 6/03	1429	1	6/30/10
127	SA/ SAR Recon & Cash 7/01 - 6/02	1429	1	6/30/10
128	SA/ Health Waivers 2001/2002	1429	1	6/30/10
129	SA/ J2 2646 - J3-2530	1429	1	6/30/10
130	SA/ Loans PIF MD - O	1429	1	6/30/10
131	SA/ Loans PIF U - Z	1429	1	6/30/10
132	SA/ Loans PIF SM - T	1429	1	6/30/10
133	SA/ Loans PIF P - R	1429	1	6/30/10
134	SA/JV2702-2748,CD 2000 - C22085, A12117/8	1429	1	6/30/10
135	SA/ Loans PIF MC -	1429	1	6/30/10
136	SA/ Loans PIF BM - CQ	1429	1	6/30/10

7/2006

Retain 130-133

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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
137	SA/ Loans PIF A - BL	1429	1	6/30/10
138	SA/ Loans PIF F - HAN	1429	1	6/30/10
139	SA/ Loans PIF Cr - E	1429	1	6/30/10
140	SA/ J3 2533 - J3 2671	1429	1	6/30/10
141	SA/ Loans PIF SA - SI	1429	1	6/30/10
142	SA/ Loans PIF Le - Ma	1429	1	6/30/10
143	SA/ Loans PIF L - LA	1429	1	6/30/10
144	SA/ Loans PIF H - J	1429	1	3/30/10
145	SA/A12077-A12089, JV 2501 - JV 2701	1429	1	6/30/10
146	SA/ A12000 - A12076	1429	1	6/30/10
147	SA/ C2 2041 - C2 2085, J3 2672 - J3 2744	1429	1	6/30/10
148	SA/ SAR detail reports 8/00 - 12/00	1429	1	6/30/10
149	Working Fund Checks & Stubs July, 91 - Sept., 91	1429	1	6/30/10
150	Working Fund Checks & Stubs Oct., 91 - Mar., 92	1429	1	6/30/10
151	Working Fund Checks & Stubs April, 92 - June, 92	1429	1	6/30/10
152	Working Fund Checks & Stubs July, 92 - Nov., 92	1429	1	6/30/10
153	Working Fund Checks & Stubs Dec., 92 - March, 93	1429	1	6/30/10

Retain

Retain 141-144

7/2010

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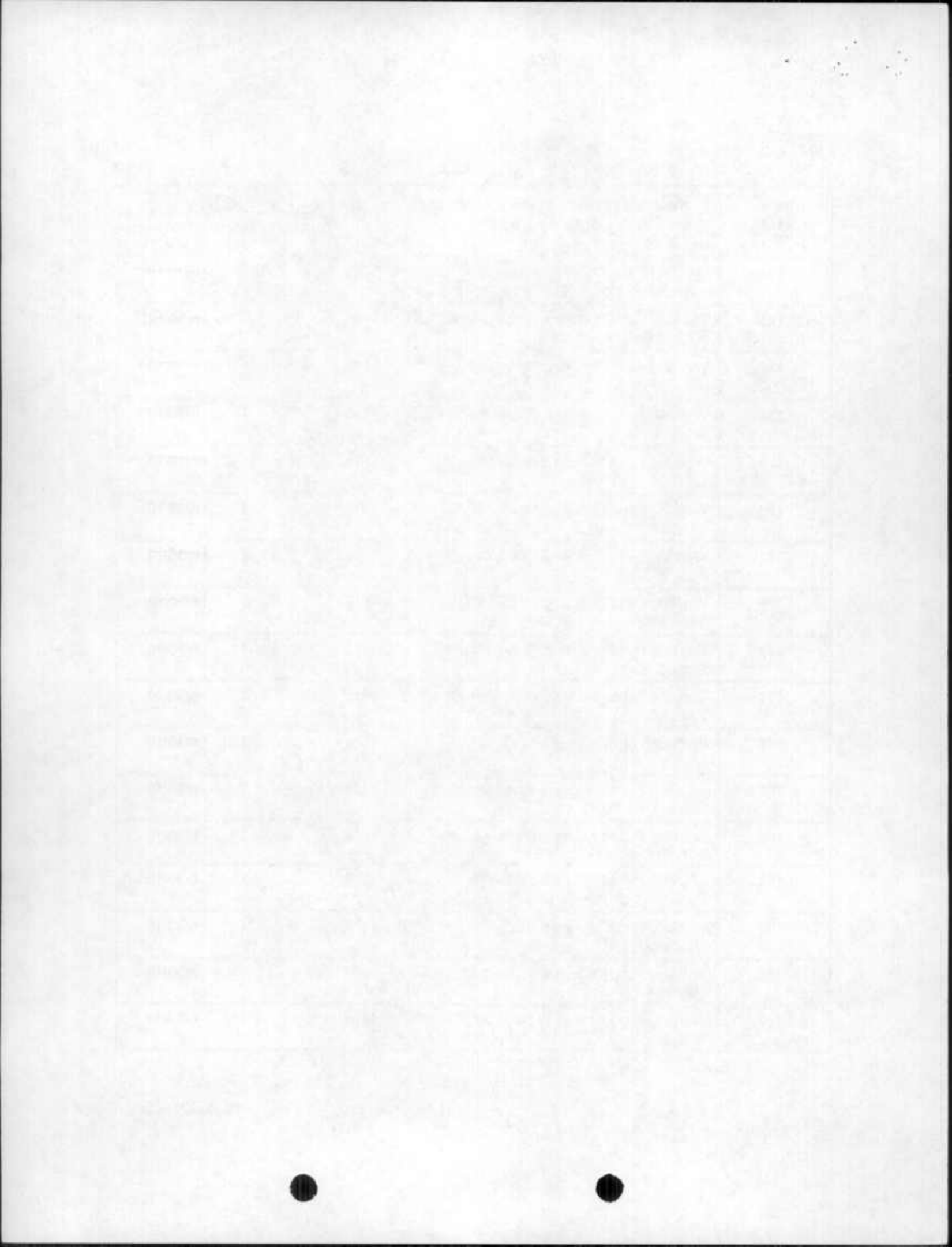
Table with multiple columns and rows, containing faint text and numbers. The text is illegible due to low contrast and blurring.



FISACL YEAR 2003**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
154	Working Fund Checks & Stubs April, 93 - June, 93	1429	1	6/30/10
155	Working Fund Checks & Stubs July, 93 - August, 93	1429	1	6/30/10
156	Working Fund Checks & Stubs Sept., 93 - Dec., 93	1429	1	6/30/10
157	Working Fund Checks & Stubs Jan., 94 - April, 94	1429	1	6/30/10
158	Working Fund Checks & Stubs May, 94 - June, 94	1429	1	6/30/10
159	Working Fund Checks & Stubs July, 94 - Dec., 94	1429	1	6/30/10
160	Working Fund Checks & Stubs Jan., 95 - April, 95	1429	1	6/30/10
161	Working Fund Checks & Stubs May, 95 - June, 95	1429	1	6/30/10
162	Working Fund Checks & Stubs July, 95 - August, 95	1429	1	6/30/10
163	Working Fund Checks & Stubs Sept., 95 - Dec., 95	1429	1	6/30/10
164	Working Fund Checks & Stubs Jan., 96 - April, 96	1429	1	6/30/10
165	Working Fund Checks & Stubs May, 96 - June, 96	1429	1	6/30/10
166	Working Fund Checks & Stubs July, 96 - Oct., 96	1429	1	6/30/10
167	Working Fund Checks & Stubs Nov., 96 - Dec., 96	1429	1	6/30/10
168	Working Fund Checks & Stubs Jan., 97 - March, 97	1429	1	6/30/10
169	Working Fund Checks & Stubs April, 97 - June, 97	1429	1	6/30/10
170	Working Fund Checks & Stubs July, 97 - Sept., 97	1429	1	6/30/10

7/2006



FISACL YEAR 2003**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
171	Working Fund Checks & Stubs Oct., 97 - Dec., 97	1429	1	6/30/10
172	Working Fund Checks & Stubs Jan., 98 - April, 98	1429	1	6/30/10
173	Working Fund Checks & Stubs May, 98 - June, 98	1429	1	6/30/10
174	Working Fund Checks & Stubs July, 98 - Aug., 98	1429	1	6/30/10
175	Working Fund Checks & Stubs Sept., 98 - Dec., 98	1429	1	6/30/10
176	Working Fund Checks & Stubs Jan., 99 - March, 99	1429	1	6/30/10
177	Working Fund Checks & Stubs April, 99 - June, 99	1429	1	6/30/10
178	Working Fund Checks & Stubs July, 99 - Oct., 99	1429	1	6/30/10
179	Working Fund Checks & Stubs Nov., 99 - Dec., 99	1429	1	6/30/10
180	Working Fund Checks & Stubs July, 00 - Sept., 00	1429	1	6/30/10
181	Working Fund Checks & Stubs Oct., 00 - Dec., 00	1429	1	6/30/10
182	Working Fund Checks & Stubs Jan., 01 - March, 01	1429	1	6/30/10
183	Working Fund Checks & Stubs April, 01 - June, 01	1429	1	6/30/10
184	Working Fund Checks & Stubs July, 01 - Sept., 01	1429	1	6/30/10
185	Working Fund Checks & Stubs Oct., 01 - Dec., 01	1429	1	6/30/10
186	Working Fund Checks & Stubs Jan., 02 - March, 02	1429	1	6/30/10
187	Working Fund Checks & Stubs April, 02 - June, 02	1429	1	6/30/10

7/2006

No.	Name	Age	Sex	Religion	Occupation	Marital Status	Education	Income	Assets	Liabilities	Notes
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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
188	Working Fund Reimbursement Reports from Annapolis	1429	1	6/30/10
189	QA-09 J52625 to J52663, EN2100 to EN2962, I4 I5 I6 I8 TC	1429	1	6/30/10
190	MISC BATCHES - 01-22015, 01-32376, 01-22725, 99-12463, 01-32190, 01-32356, 01-	1429	1	6/30/10
191	A12673-A12730	1429	1	6/30/10
192	A12606-A12672	1429	1	6/30/10
193	A12531-A12605	1429	1	6/30/10
194	A12466-A12530	1429	1	6/30/10
195	A12400-A12465	1429	1	6/30/10
196	A22216-A2285	1429	1	6/30/10
197	A22146-A22215	1429	1	6/30/10
198	A22076-A22145	1429	1	6/30/10
199	A12800-A22075	1429	1	6/30/10
200	A12731-A12799	1429	1	6/30/10
201	A22541-A22600	1429	1	6/30/10
202	A22481-A22540	1429	1	6/30/10
203	A22421-A22480	1429	1	6/30/10
204	A22351-A22420	1429	1	6/30/10

7/2006

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Year	1950	1951	1952	1953	1954	1955	1956	1957	1958	1959	1960
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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
205	A22286-A22350	1429	1	6/30/10
206	A32051-A32120	1429	1	6/30/10
207	A22789-A32050	1429	1	6/30/10
208	A22731-A22788	1429	1	6/30/10
209	A22666-A22730	1429	1	6/30/10
210	A22601-A22665	1429	1	6/30/10
211	A32431-A32510	1429	1	6/30/10
212	A32361-A32430	1429	1	6/30/10
213	A32271-A32360	1429	1	6/30/10
214	A32191-A32270	1429	1	6/30/10
215	A32121-A32191	1429	1	6/30/10
216	A42100-A42190	1429	1	6/30/10
217	A42021-A42099	1429	1	6/30/10
218	A32751-A42020	1429	1	6/30/10
219	A32671-A32750	1429	1	6/30/10
220	A32600-A32670	1429	1	6/30/10
221	A32511-A32599	1429	1	6/30/10

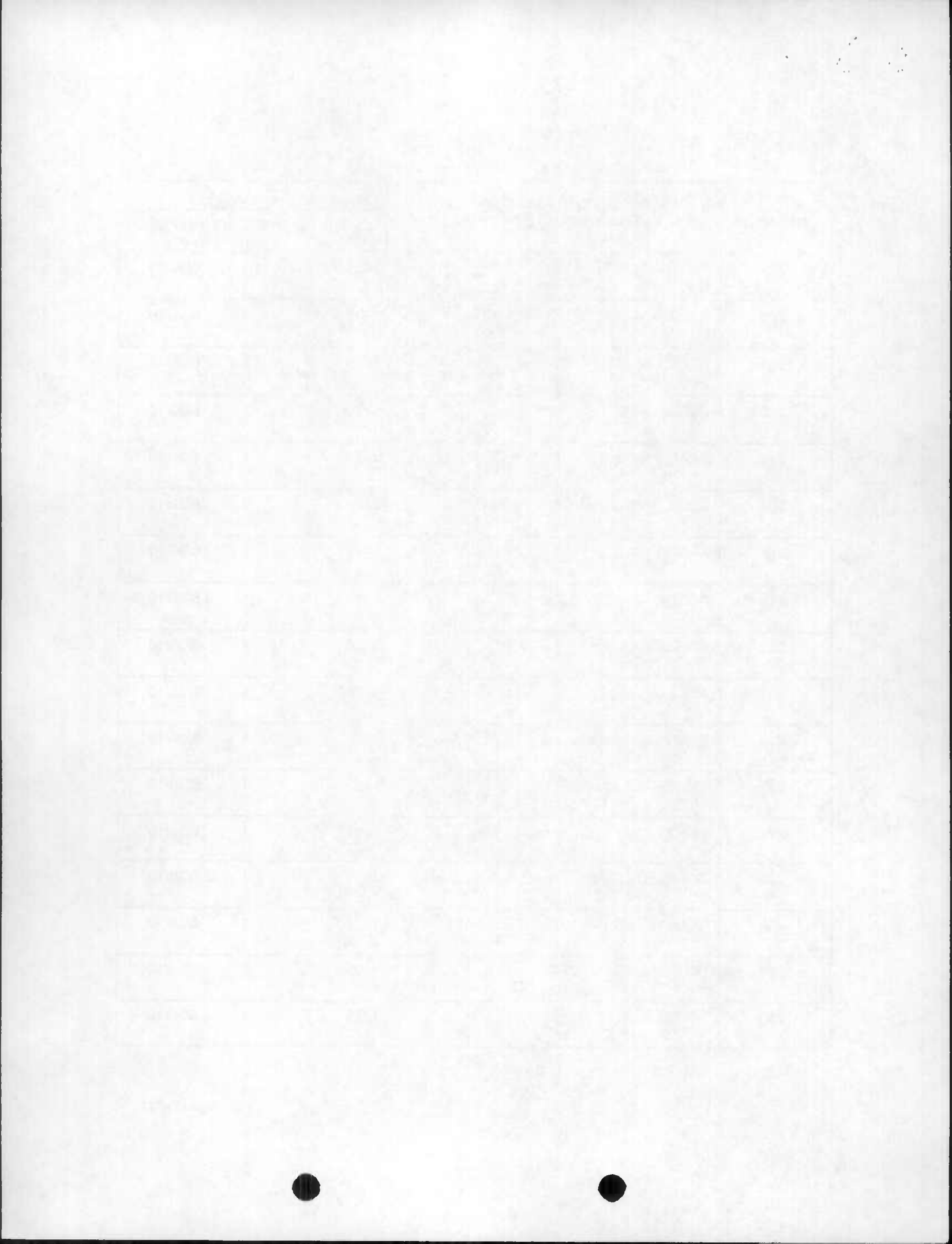
7/2006

FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
222	A42479-A42555	1429	1	6/30/10
223	A42409-A42478	1429	1	6/30/10
224	A42331-A42408	1429	1	6/30/10
225	A42250-A42330	1429	1	6/30/10
226	A42191-A42249	1429	1	6/30/10
227	A52005-A52089	1429	1	6/30/10
228	A42726-A52004	1429	1	6/30/10
229	A42643-A42725	1429	1	6/30/10
230	A42556-A42642	1429	1	6/30/10
231	Ronnie's papers	1429	1	6/30/10
232	Contracts/Miscellaneous	1429	1	6/30/10
233	CONTRACTS/MISCELLANEOUS	1429	1	6/30/10
234	CONTRACTS/MISCELLANEOUS	1429	1	6/30/10
235	COMPLETED PO'S - A-AD, AE-AZ, B-BD, BE-BH, BI-BZ, C-CE, CF-CI, CN-CY	1429	1	6/30/10
236	COMPLETED PO'S - FISHER, VWR (02)	1429	1	6/30/10
237	PO'S/CONTRACTS (02)	1429	1	6/30/10
238	A42721-A42799 (02)	1429	1	6/30/10

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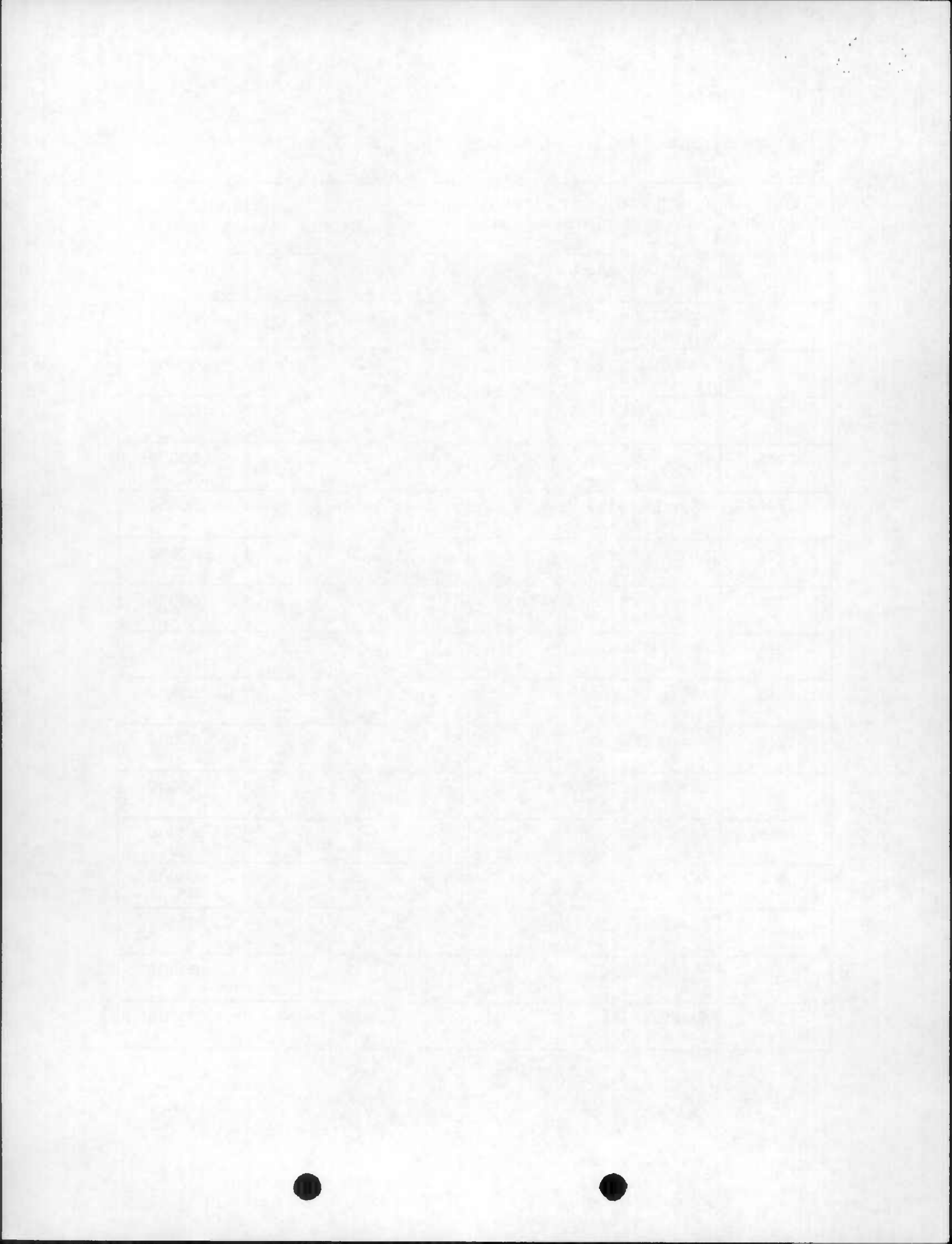


FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
239	PO'S COMPLETE A-D (01)	1429	1	6/30/10
240	MONICA'S - COPIES OF CKS, STOP PAYMENTS, 02 STIPENDS (02)	1429	1	6/30/10
241	CA'S OLD	1429	1	6/30/10
242	JV'S, EN'S, COPIES OF CKS (01)	1429	1	6/30/10
243	COPIES OF CKS	1429	1	6/30/10
244	52463,52464,52464,52465,52466,02-62680,01-22148	1429	1	6/30/10
245	EN2548-EN2689	1429	1	6/30/10
246	PO'S COMPLETE BG&E, L-X	1429	1	6/30/10
247	99-00 FISHER A-B	1429	1	6/30/10
248	AT&T, VERIZON	1429	1	6/30/10
249	COMPLETES & MISC	1429	1	6/30/10
250	99 RSTARS REPORTS	1429	1	6/30/10
251	99 PO'S C	1429	1	6/30/10
252	MONICA - COPIES OF PINK, COPIES OF CKS	1429	1	6/30/10
253	99 PO'S P, S, T	1429	1	6/30/10
254	96 MISC REQS	1429	1	6/30/10
255	TIMESHEETS	1429	1	6/30/10

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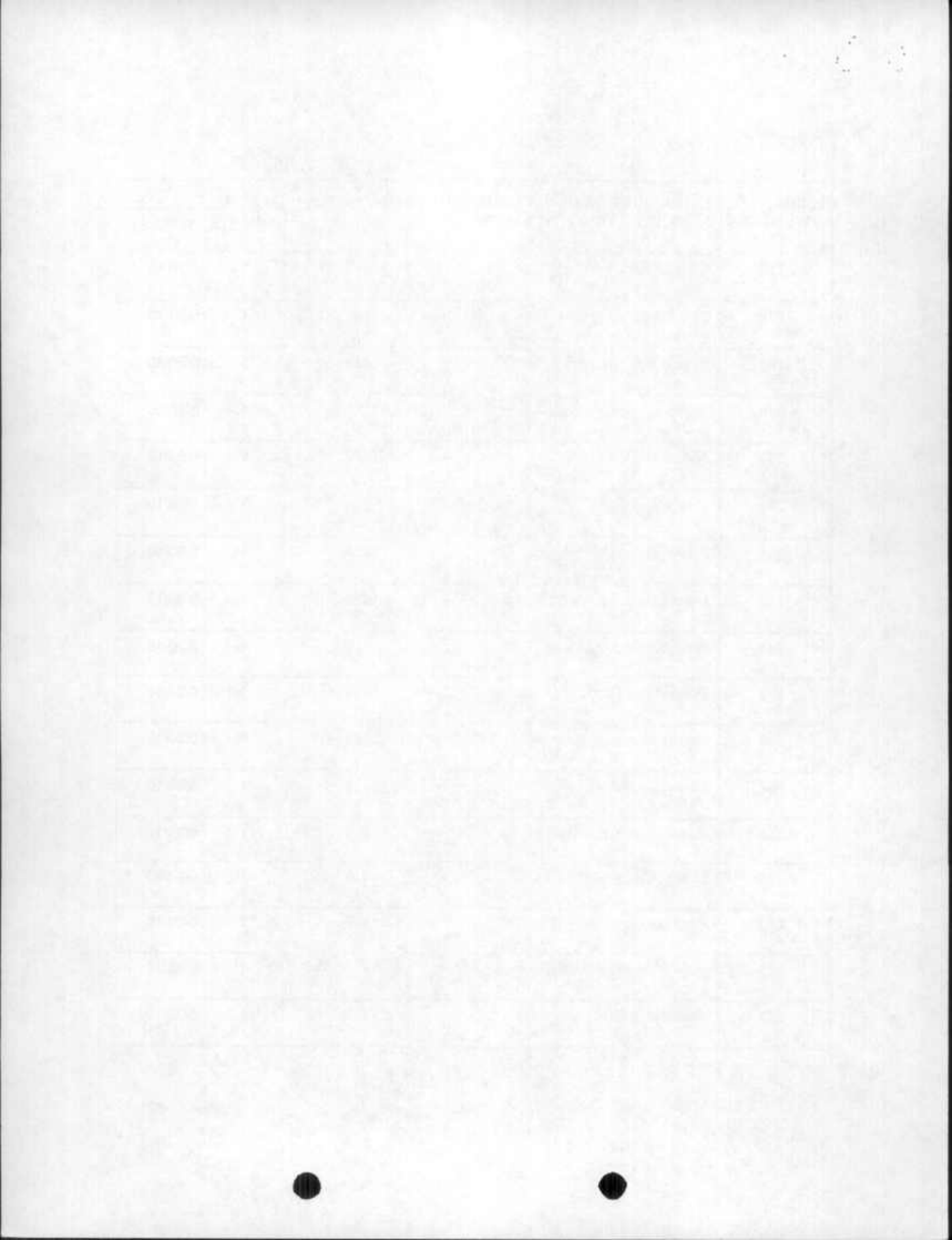


FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
256	99 FISHER & VWR	1429	1	6/30/10
257	99 REQ'S	1429	1	6/30/10
258	Financial Statement for FY 2002	1429	1	6/30/10
259	Audits IC (Box 1)	1429	1	6/30/10
260	Audits IC (Box 2)	1429	1	6/30/10
261	Audits IC (Box 3)	1429	1	6/30/10
262	Audits IC (Box 4)	1429	1	6/30/10
263	UMMS Records/Parking Records IC	1429	1	6/30/10
264	Financial Documents IC	1429	1	6/30/10
265	Policies and Procedures IC	1429	1	6/30/10
266	Administration/Freezer Program IC	1429	1	6/30/10
267	Operations IC	1429	1	6/30/10
268	Budget Books IC (Box 1)	1429	1	6/30/10
269	Budget Books IC (Box 2)	1429	1	6/30/10
270	Audit Books IC (Box 1)	1429	1	6/30/10
271	Audit Books IC (Box 2)	1429	1	6/30/10
272	UMB School IC	1429	1	6/30/10

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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
273	Check Register PPE 9/7/02 - 9/21/02	1429	1	6/30/10
274	Check Register PPE 8/10/02 - 8/24/02	1429	1	6/30/10
275	Check Register PPE 7/13/02 - 7/24/02	1429	1	6/30/10
276	Check Register PPE 11/16/02 - 11/30/02	1429	1	6/30/10
277	Payroll Register 10/5/02 - 10/19/02	1429	1	6/30/10
278	Check Register 12/28/02 - 1/11/03	1429	1	6/30/10
279	Payroll Journal 3/22/03	1429	1	6/30/10
280	Payroll Journal 3/8/03	1429	1	6/30/10
281	Payroll Journal 2/22/03	1429	1	6/30/10
282	Payroll Journal 2/8/03	1429	1	6/30/10
283	Payroll Journal 1/11/03	1429	1	6/30/10
284	Payroll Journal 8/10/02	1429	1	6/30/10
285	Check Register 5/3/03	1429	1	6/30/10
286	Check Register 3/8/03	1429	1	6/30/10
287	Check Register 2/8/03 - 2/22/03	1429	1	6/30/10
288	Payroll Journal 7/27/02	1429	1	6/30/10
289	Payroll Journal 7/13/02	1429	1	6/30/10

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FISACL YEAR 2003**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
290	Check Register 4/5/03 - 4/19/03	1429	1	6/30/10
291	Check Register 5/31/03 & 6/14/03	1429	1	6/30/10
292	Payroll Journals 1/25/03	1429	1	6/30/10
293	Check Register 4/5/03 & 6/28/03	1429	1	6/30/10
294	Payroll Journals 4/6/03 - 4/20/03	1429	1	6/30/10
295	Payroll Journals 12/14/02	1429	1	6/30/10
296	Payroll Journals 11/01/02	1429	1	6/30/10
297	Payroll Journals 11/15/02	1429	1	6/30/10
298	Payroll Journals 11/30/02	1429	1	6/30/10
299	Payroll Journals 10/05/02	1429	1	6/30/10
300	Payroll Journals 10/09/02	1429	1	6/30/10
301	Payroll Journals 9/7/02	1429	1	6/30/10
302	Payroll Journals 9/21/02	1429	1	6/30/10
303	Payroll Journals 8/24/02	1429	1	6/30/10
304	Payroll Entries PAB - ZHE	1429	1	6/30/10
305	Payroll Entries HAA -O	1429	1	6/30/10
306	Payroll Entries AA - GU-GZ	1429	1	6/30/10

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FISACL YEAR 2003**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
307	Paycard 7/13/02 - 11/16/02	1429	1	6/30/10
308	Paycards 11/17/02 - 3/22/03	1429	1	6/30/10
309	Payroll Journals 9/8/01	1429	1	6/30/10
310	Payroll Journals 8/25/01	1429	1	6/30/10
311	Payroll Journals 8/11/01	1429	1	6/30/10
312	Payroll Journals 7/28/01	1429	1	6/30/10
313	Payroll Journals 7/14/01	1429	1	6/30/10
314	Payroll Journals 12/31/01	1429	1	6/30/10
315	Payroll Journals 12/29/01	1429	1	6/30/10
316	Payroll Journals 12/1/01	1429	1	6/30/10
317	Payroll Journals 12/15/01	1429	1	6/30/10
318	Payroll Journals 11/17/01	1429	1	6/30/10
319	Payroll Journals 11/3/01	1429	1	6/30/10
320	Payroll Journals 10/20/01	1429	1	6/30/10
321	Payroll Journals 10/6/01	1429	1	6/30/10
322	Payroll Journals- 12/28/02	1429	1	6/30/10
323	Payroll Adjustment Form PP's 03-20 to 03-22	1429	1	6/30/10

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is essential for ensuring the integrity of the financial statements and for providing a clear audit trail. The document also notes that proper record-keeping is a key component of good internal control.

2. The second part of the document focuses on the role of the accounting system in providing timely and reliable information to management. It highlights that the accounting system should be designed to capture all relevant data and to process it efficiently. This information is then used by management to make informed decisions about the organization's operations and financial performance.

3. The third part of the document addresses the issue of cost control. It explains that by carefully monitoring and analyzing costs, management can identify areas where expenses are too high and take steps to reduce them. This is particularly important for businesses that operate in highly competitive markets, where even small cost savings can make a significant difference in profitability.

4. Finally, the document discusses the importance of regular financial reporting. It states that management should receive reports on a regular basis, such as monthly or quarterly, to stay up-to-date on the organization's financial health. These reports should provide a clear and concise summary of the current financial position and any trends that may be emerging.



FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
324	Payroll Adjustment Forms PP's 03-23 to 03-26	1429	1	6/30/10
325	QA-18 Closing FY 98	1429	1	6/30/10
326	QA-19 Closing FY 99 & FY 2000	1429	1	6/30/10
327	QA-20 Closing FY 2001 & FY 2002	1429	1	6/30/10
328	QA-01 JV2000 to JV2236	1429	1	6/30/10
329	QA-02 JV2237 to JV22038	1429	1	6/30/10
330	QA-03 J22039 to J22025	1429	1	6/30/10
331	QA-04 J32023 to J42023	1429	1	6/30/10
332	QA-05 J42024 to J52001	1429	1	6/30/10
333	QA-06 J52002 to J52202	1429	1	6/30/10
334	QA-07 J52203 to J52442	1429	1	6/30/10
335	QA-08 J52443 to J52624	1429	1	6/30/10
336	QA-10 IAIP, MN2000, MN2850	1429	1	6/30/10
337	QA-11 CD2000 to CD2380	1429	1	6/30/10
338	QA-12 CD2391 to CD2745	1429	1	6/30/10
339	QA-13 CD2732 to C12092	1429	1	6/30/10
340	QA-14 C12095 to C12542	1429	1	6/30/10

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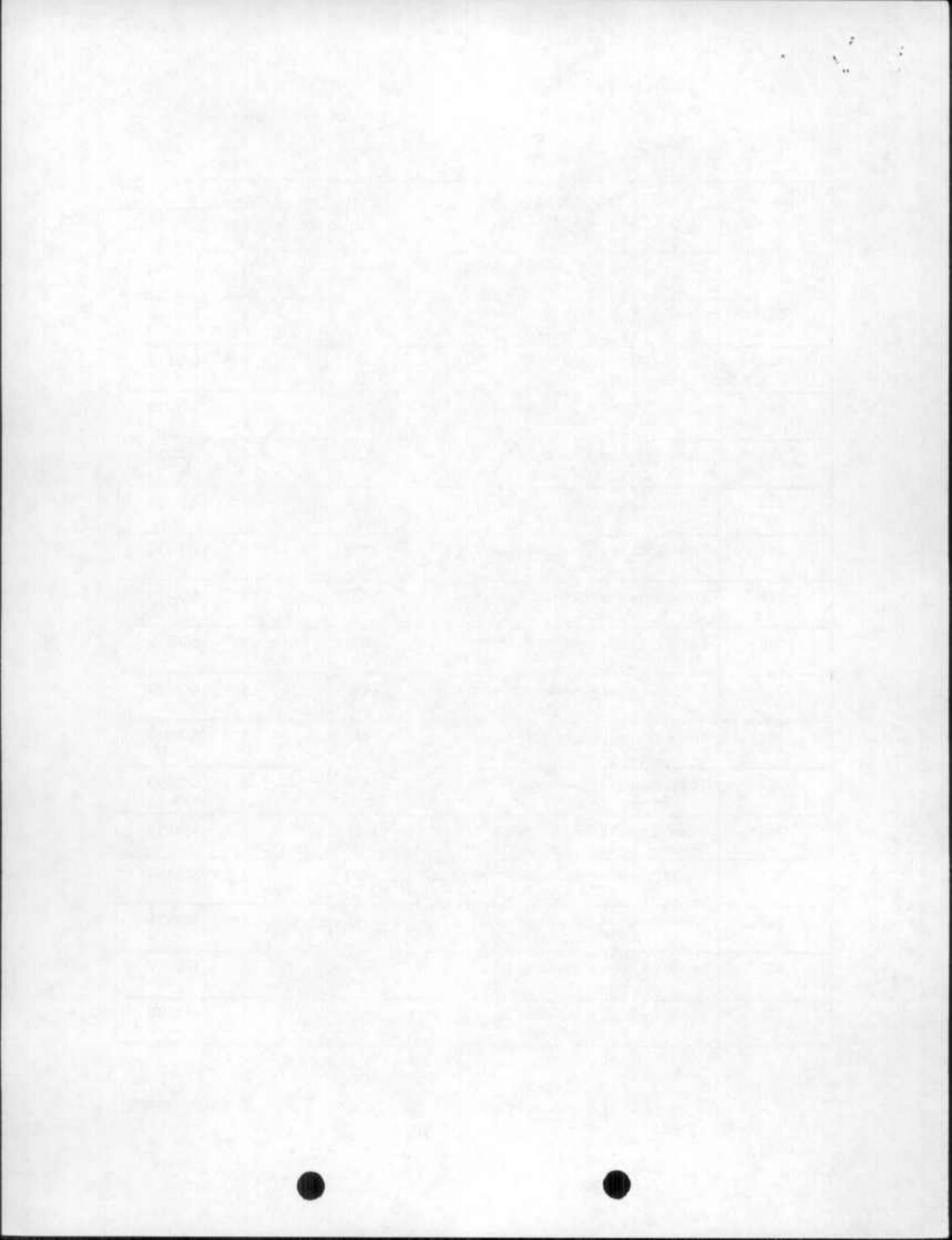
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FISACL YEAR 2003**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
341	QA-15 C12446 to C12769, Some J 32954 Misc	1429	1	6/30/10
342	QA-16 C12778 to C22083	1429	1	6/30/10
343	QA-17 J22500 to J32744	1429	1	6/30/10
344	QA-18 RFD 952 to 953 7/01 to 9/03	1429	1	6/30/10
345	Travel Expense Statements A - Be	1429	1	6/30/10
346	Travel Expense Statements Bf - Cah	1429	1	6/30/10
347	Travel Expense Statements Cai - Dh	1429	1	6/30/10
348	Travel Expense Statements Di - Fk	1429	1	6/30/10
349	Travel Expense Statements Fi - G	1429	1	6/30/10
350	Travel Expense Statements H - I	1429	1	6/30/10
351	Travel Expense Statements J - K	1429	1	6/30/10
352	Travel Expense Statements L - Me	1429	1	6/30/10
353	Travel Expense Statements Md - O	1429	1	6/30/10
354	Travel Expense Statements P - Rh	1429	1	6/30/10
355	Travel Expense Statements Ri - Si	1429	1	6/30/10
356	Travel Expense Statements Sj - Tg	1429	1	6/30/10
357	Travel Expense Statements Th - Wd	1429	1	6/30/10

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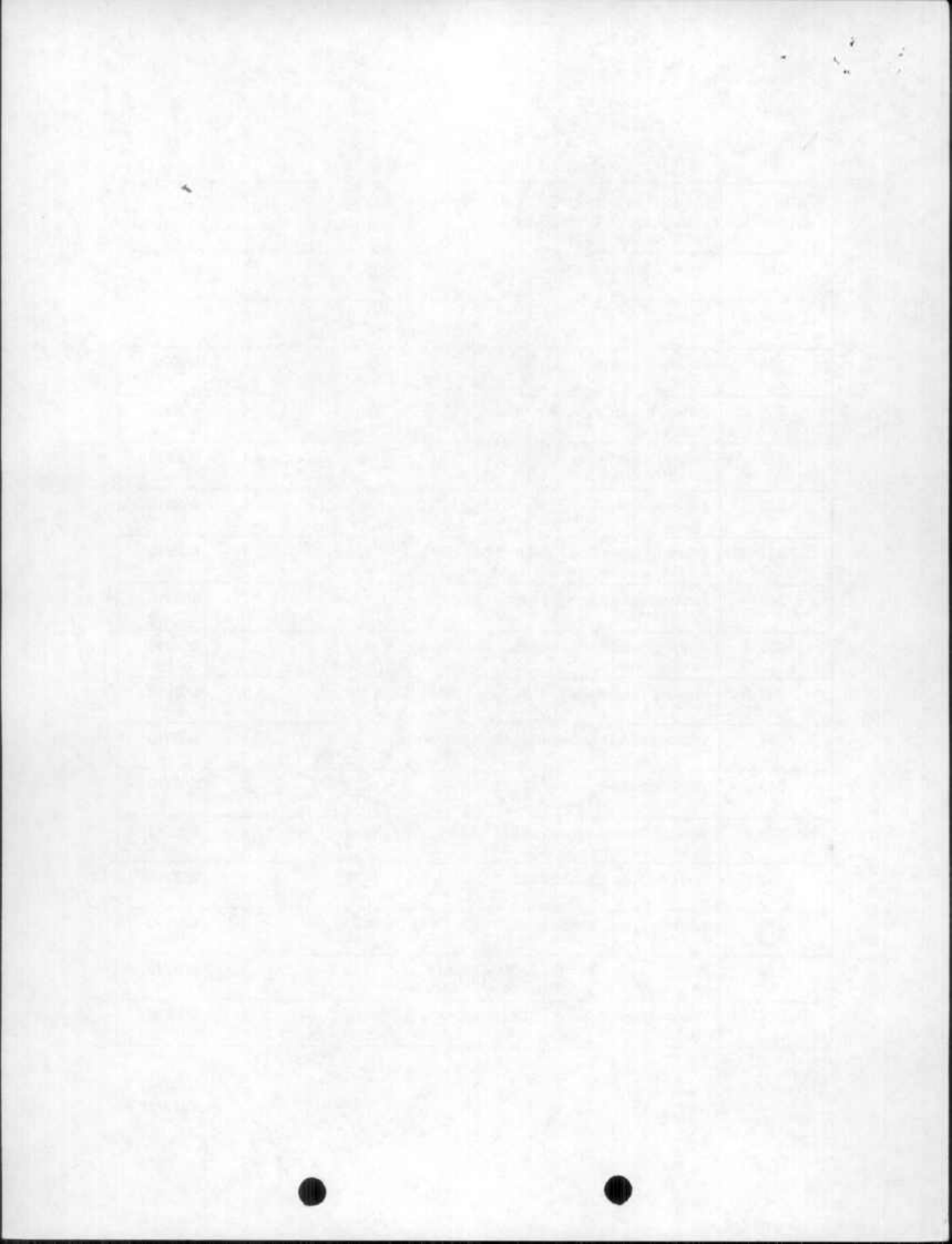


FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
358	Travel Expense Statements We - Z	1429	1	6/30/10
359	Travel On	1429	1	6/30/10
360	Omega Travel July - Jan.	1429	1	6/30/10
361	Omega travel Feb - June	1429	1	6/30/10
362	Travel Requests A - M	1429	1	6/30/10
363	Travel Requests N - Z	1429	1	6/30/10
364	Travel Expense Statements PR# 20 - 26	1429	1	6/30/10
365	Working Fund Batches A92000 - A92051	1429	1	6/30/10
366	Working Fund Batches A92052 -A92094	1429	1	6/30/10
367	Working Fund Batches A92095 - A92146	1429	1	6/30/10
368	Working Fund Batches A92147 - A92192	1429	1	6/30/10
369	Working Fund Batches A92193 - A92245	1429	1	6/30/10
370	Working Fund Batches A92246 - A92297	1429	1	6/30/10
371	Working Fund Batches A92298 - A92341	1429	1	6/30/10
372	Working Fund Batches A92342 - A92388	1429	1	6/30/10
373	Working Fund Batches A92389 - A92434	1429	1	6/30/10
374	Working Fund Batches A92435 - A92480	1429	1	6/30/10

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ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
375	Working Fund Batches A92481 - A92515	1429	1	6/30/10
376	Campus/UMMS Contract FY86 - FY98	1429	1	6/30/10
377	WFA Correspondence - Accounts Payable - Financial Records Financial Services	1429	1	6/30/10
378	WFA Correspondence - F.S. Staff Meetings - Telephone Bills	1429	1	6/30/10
379	WFA Correspondence - Travel - HR/Finance Solutions Committee	1429	1	6/30/10
380	Financial Services Budgets FY90 - 02 & HR/Finance Solutions Committee	1429	1	6/30/10
381	Financial Services Closing FY90 - FY02; UMCP Knowledge Transfer Sessions &	1429	1	6/30/10
382	Howard Hall renovatiobs 4th Floor	1429	1	6/30/10
383	Howard Hall Renovations 4th Floor; Howard Hall Renovations 5th Floor & Howard Hall	1429	1	6/30/10
384	Capital Projects Documentation (Box 1)	1429	1	6/30/10
385	Capital Projects Documentation (Box 2)	1429	1	6/30/10
386	Working Fund Information & Payroll Solutions Committee	1429	1	6/30/10
387	Student Accounting Information & Software Information	1429	1	6/30/10
388	Capital Projects Documentation (Box 3)	1429	1	6/30/10
389	Capital Projects Documentation (Box 4)	1429	1	6/30/10
390	Working Fund Information; Quality Care & Payroll Transfer Training	1429	1	6/30/10
391	Health Sciences Facility I Equipment (Box 1)	1429	1	6/30/10

Retain

Retain

Retain

7/2006

7/2010

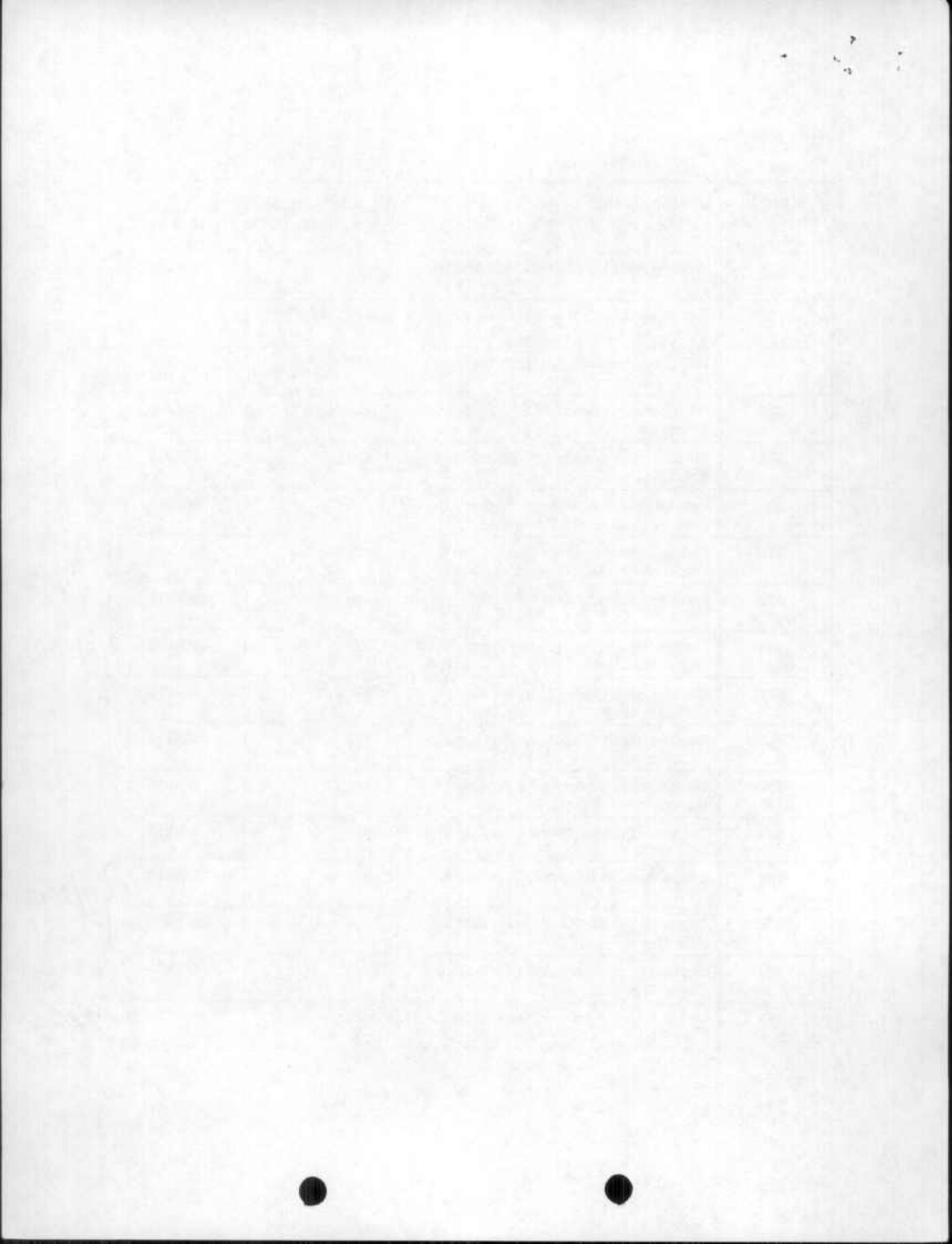
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FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
392	Health Sciences Facility I Equipment (Box 2)	1429	1	6/30/10
393	WFA Correspondence - Miscellaneous (Box 1)	1429	1	6/30/10
394	WFA Correspondence - Miscellaneous (Box 2)	1429	1	6/30/10
395	MSP Administrative Costs FY93 thru FY02	1429	1	6/30/10
396	Hospital (Campus/UMMS Contract FY96 thru FY02)	1429	1	6/30/10
397	Payroll Training Documentation for F.S. & HR	1429	1	6/30/10
398	Banner & AFSA Documentation - WFA	1429	1	6/30/10
399	Capital Projects Documentation - Bob Lyons (Box 1)	1429	1	6/30/10
400	Capital Projects Documentation - Bob Lyons (Box 2)	1429	1	6/30/10
401	Capital Projects Documentation - Bob Lyons (Box 3)	1429	1	6/30/10
402	Capital Projects Documentation - Bob Lyons (Box 4)	1429	1	6/30/10
403	Capital Projects Documentation - Bob Lyons (Box 5)	1429	1	6/30/10
404	Capital Projects Documentation - Bob Lyons (Box 6)	1429	1	6/30/10
405	Capital Projects Documentation - Bob Lyons (Box 7)	1429	1	6/30/10
406	Capital Projects Documentation - Bob Lyons (Box 8)	1429	1	6/30/10
407	Capital Projects Documentation - Bob Lyons (Box 9)	1429	1	6/30/10

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Total Number of Boxes = 407

Missing Box "90, ~~100~~, 110, 129, 130, ~~133~~, ~~179~~, ~~189~~, 190, ~~211~~, ~~217~~, ~~222~~,
110 ~~236~~, 249" ~~101~~

R-140

S-28-35 "1 THRU 269"

R-144

S-6-9 "270-407"

EX

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

RECORDS TRANSMITTAL AND RECEIPT



DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 07W410	DATE RECEIVED 11-14-06
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.0500
C. MAILING ADDRESS Saratoga Street Garage and Offices 220 Arch Street, Office Level 2 Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 70 20-21	NO. OF CU. FT. 44
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		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	
	General Accounting Records (2302) Fiscal Year: 2003 Boxes: 1 - 44 Disposal Date: 6/30/10 Agency Code: R31	Schedule#: 2302 Item#: 1 Disposal Date: 6/30/10 7/2010	

11-11-11

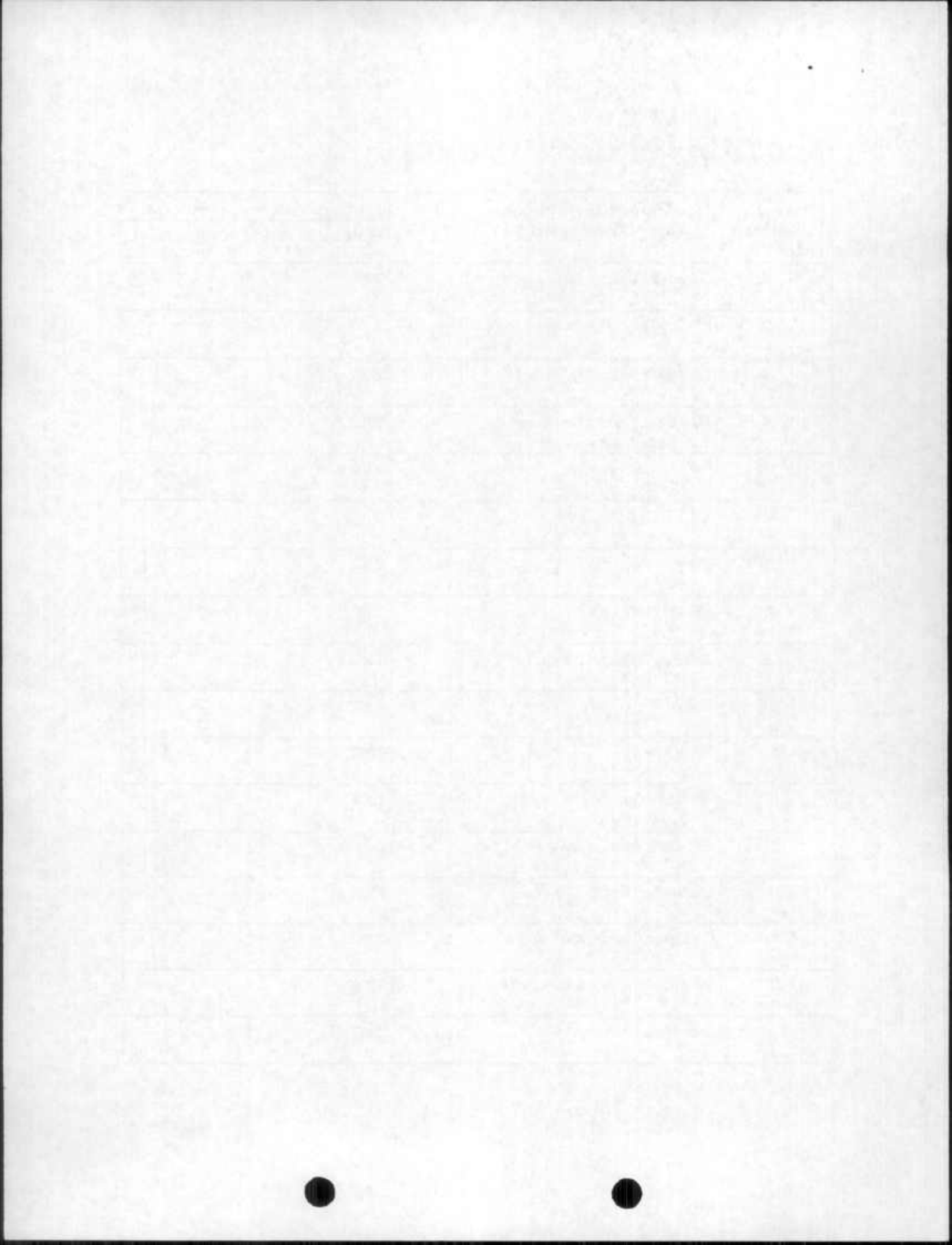
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FISACL YEAR 2003

ACCESSION NUMBER:

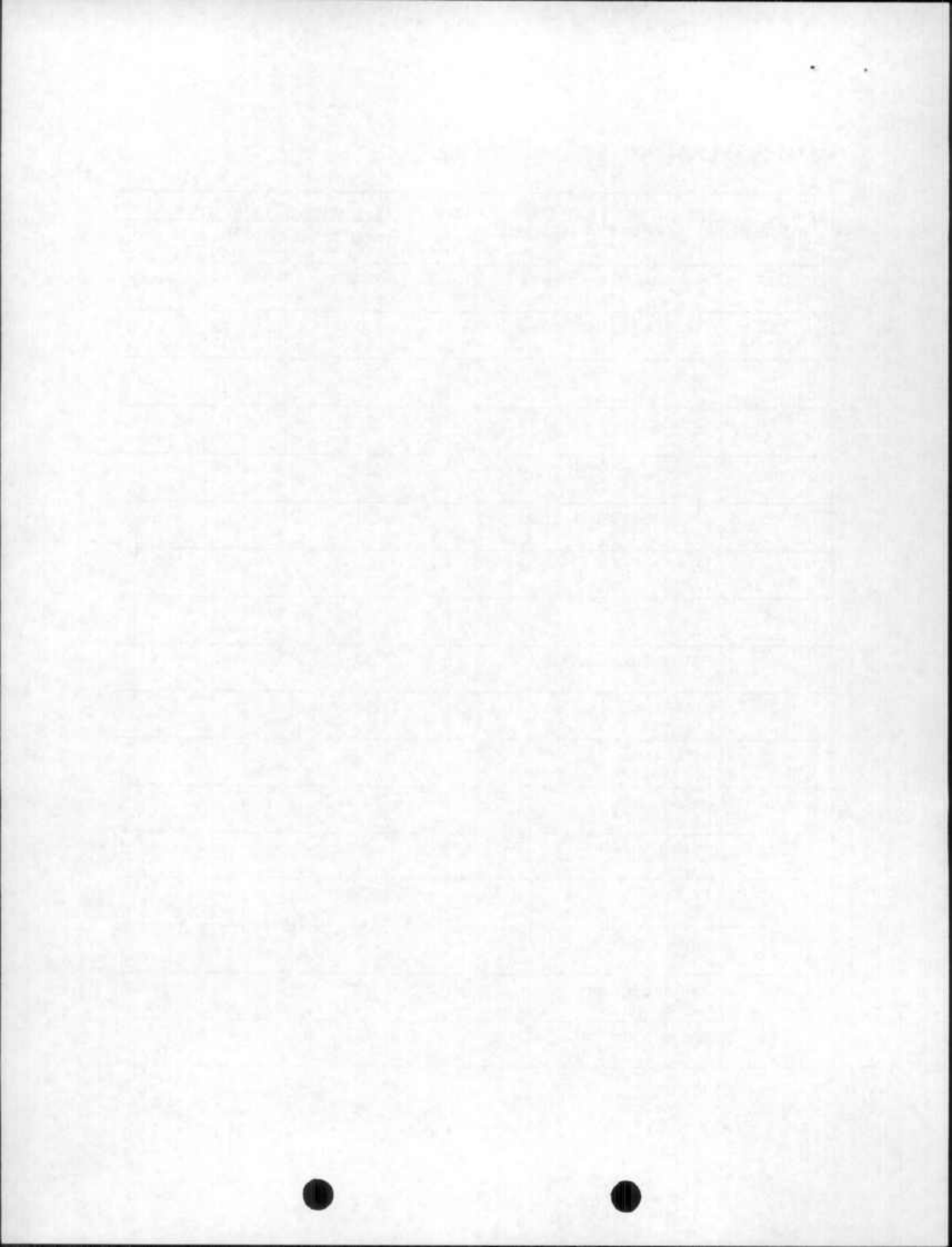
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Cancelled Checks Feb - May	2302	1	6/30/10
2	PIF St - U	2302	1	
3	Cancelled Checks Aug - Dec	2302	1	
4	ACS Bank Recons Jan - June	2302	1	
5	PIF Wo - A	2302	1	
6	PIF V - Wi	2302	1	
7	PIF Pa - Re	2302	1	
8	PIF Mo - NZ	2302	1	
9	CareFirst Bills and Reports 01/03	2302	1	
10	I Batches	2302	1	
11	PIF A - Be	2302	1	
12	PIF Cho - Da	2302	1	
13	EFT Bank Recons Jan - June	2302	1	
14	Loan Bank Recons Oct - Dec	2302	1	
15	Cancelled Checks Jan - Aug, 02	2302	1	
16	Cancelled Checks Sept - Jan	2302	1	
17	Loan bank Recs Jan - Mar	2302	1	



FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
18	SAR Lock Box Statements	2302	1	6/30/10
19	Check Stubs 33000 - 34999	2302	1	
20	Sar Lock Box Statements	2302	1	
21	Remissions	2302	1	
22	Check Stubs 16000 - 17999	2302	1	
23	Check Stubs 28000 - 33999	2302	1	
24	BC/BS Research & Check Stubs 20000 - 27999	2302	1	
25	PIF Ja - Ki	2302	1	
26	SAR Lock Box Jan - Feb	2302	1	
27	PIF Ri - Sq	2302	1	
28	PIF Lo - Mi	2302	1	
29	PIF Ki - Liu	2302	1	
30	J12500 - J12530	2302	1	
31	PIF De - Ez	2302	1	
32	PIF Bi - Chi	2302	1	
33	Insurance Bills and Reports	2302	1	
34	Insurance Waivers	2302	1	



FISACL YEAR 2003

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
35	Health and Dental Ins Apps	2302	1	6/30/10
36	JV2500 - J4.2569	2302	1	
37	Emergency Loan Notes	2302	1	
38	PIF Fa - IZ	2302	1	
39	PIF Gi - Ha	2302	1	
40	EFT Reports 08-02 - 12-02	2302	1	
41	EFT Reports Jan - May	2302	1	
42	PIF He - HZ	2302	1	
43	DOE Assignments	2302	1	
44	DOE Assignments	2302	1	

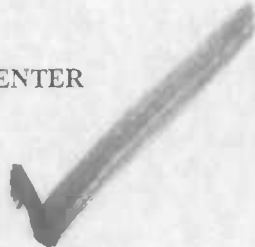
Total Number of Boxes = 44

R 70

S 20-21

EX

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



RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 08W890	DATE RECEIVED 4-7-08
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.05.00
C. MAILING ADDRESS 220 Arch Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 69 10-11 64 13	NO. OF CU. FT. 101
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Charlie Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		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	
	General Accounting Records (2302) Fiscal Year: 2007 Boxes: 1-64 , 75-111 Disposal Date: 6/30 2010 Agency Code: R31	Schedule#: 2302 Item#: 1 Disposal Date: 6/30/2010 <i>7/2010</i>	

10-1-08

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OSMARD

101

10-1-08

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10-1-08

101

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10-1-08



FISACL YEAR 2007

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Financial Services - Files General Department (02)	2302	1	6/30/2010
2	Financial Services - Deposits (02)	2302	1	6/30/2010
3	Financial Services' Timesheets (98-03)	2302	1	6/30/2010
4	Financial Services' Timesheets & Credit Cards (03)	2302	1	6/30/2010
5	MEW Correspondence - Director's Office (1) (03)	2302	1	6/30/2010
6	MEW Correspondence - Director's Office (2) (03)	2302	1	6/30/2010
7	Financial Services' Cash Deposits (03)	2302	1	6/30/2010
8	Financial Services' VISA & Cash Deposits (03)	2302	1	6/30/2010
9	MEW Correspondence - Financial Services' Administrative Files (04)	2302	1	6/30/2010
10	Financial Services' Timesheets & Deposits (04)	2302	1	6/30/2010
11	Financial Services' Supplies & Cash Deposits (04)	2302	1	6/30/2010
12	Financial Services' Timesheets (05)	2302	1	6/30/2010
13	Financial Services' Leave Records (03 & 04) & General Files (05)	2302	1	6/30/2010
14	Financial Services' Cash Deposits (99)	2302	1	6/30/2010
15	Financial Services' Timesheets & Leave Records (99)	2302	1	6/30/2010
16	MEW Correspondence - Financial Services' Administrative Files (99)	2302	1	6/30/2010

FISACL YEAR 2007

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
17	MEW Correspondence - Director's Office Files (99)	2302	1	6/30/2010
18	Financial Services' Payroll Journals (01-02)	2302	1	6/30/2010
19	MEW Corrspondence - Director's Office Files (99)	2302	1	6/30/2010
20	Financial Services' Personnel Records (1)	2302	1	6/30/2010
21	Financial Services' Personnel Records (2)	2302	1	6/30/2010
22	Financial Services' Personnel Records (3)	2302	1	6/30/2010
23	Financial Services' Personnel Records (4)	2302	1	6/30/2010
24	Financial Services' Personnel Records (5)	2302	1	6/30/2010
25	Financial Services' Personnel Records (6)	2302	1	6/30/2010
26	Restricted Funds	2302	1	6/30/2010
27	Restricted Funds	2302	1	6/30/2010
28	Restricted Funds	2302	1	6/30/2010
29	Restricted Funds	2302	1	6/30/2010
30	Restricted Funds	2302	1	6/30/2010
31	Restricted Funds	2302	1	6/30/2010
32	Restricted Funds	2302	1	6/30/2010
33	Restricted Funds	2302	1	6/30/2010

FISACL YEAR 2007**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
34	Restricted Funds	2302	1	6/30/2010
35	Restricted Funds	2302	1	6/30/2010
36	Restricted Funds	2302	1	6/30/2010
37	Restricted Funds	2302	1	6/30/2010
38	Restricted Funds	2302	1	6/30/2010
39	Restricted Funds	2302	1	6/30/2010
40	Restricted Funds	2302	1	6/30/2010
41	Restricted Funds	2302	1	6/30/2010
42	Restricted Funds	2302	1	6/30/2010
43	Restricted Funds	2302	1	6/30/2010
44	Restricted Funds	2302	1	6/30/2010
45	Restricted Funds	2302	1	6/30/2010
46	Restricted Funds	2302	1	6/30/2010
47	Restricted Funds	2302	1	6/30/2010
48	Restricted Funds	2302	1	6/30/2010
49	Restricted Funds	2302	1	6/30/2010
50	Restricted Funds	2302	1	6/30/2010



FISCAL YEAR 2007

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
51	Restricted Funds	2302	1	6/30/2010
52	Restricted Funds	2302	1	6/30/2010
53	Restricted Funds	2302	1	6/30/2010
54	Restricted Funds	2302	1	6/30/2010
55	Restricted Funds	2302	1	6/30/2010
56	Restricted Funds	2302	1	6/30/2010
57	Restricted Funds	2302	1	6/30/2010
58	Restricted Funds	2302	1	6/30/2010
59	Restricted Funds	2302	1	6/30/2010
60	Restricted Funds	2302	1	6/30/2010
61	Restricted Funds	2302	1	6/30/2010
62	Restricted Funds	2302	1	6/30/2010
63	Restricted Funds	2302	1	6/30/2010

FISACL YEAR 2007

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
75	WFA Correspondence - Assoc. Dir. To Hill (06)	2302	1	6/30/2010
76	WFA Correspondence - Frinfe Benefits (PSC) to Interim Financial Statement (12/312/05)	2302	1	6/30/2010
77	WFA Correspondence - Hospital, Closing & Financial Statement Information (04 & 05) (06)	2302	1	6/30/2010
78	WFA Correspondence - Working Fund (04 & 05), MSP (03) & Miscellaneous (06)	2302	1	6/30/2010
79	WFA Correspondence - Hospital & Working Fund (03) (06)	2302	1	6/30/2010
80	WFA Correspondence - eUMB PeopleSoft Materials (1) (06)	2302	1	6/30/2010
81	WFA Correspondence - eUMB PeopleSoft Materials (2) (06)	2302	1	6/30/2010
82	School of Nursing Equipment	2302	1	6/30/2010
83	School of Law/School of Social Work Building (1)	2302	1	6/30/2010
84	School of Law/School of Social Work Building (2)	2302	1	6/30/2010

FISACL YEAR 2007

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
85	School of Law/School of Social Work Building (3)	2302	1	6/30/2010
86	School of Law/School of Social Work Building (4)	2302	1	6/30/2010
87	School of Law/School of Social Work Building (5)	2302	1	6/30/2010
88	Health Sciences Facility 2 (1)	2302	1	6/30/2010
89	Health Sciences Facility 2 (2)	2302	1	6/30/2010
90	Health Sciences Facility 2 (3)	2302	1	6/30/2010
91	eUMB Financials - After Balances were Rolled Over for FY06 - 1st Report & 2nd	2302	1	6/30/2010
92	Financial Services' Payroll Journals	2302	1	6/30/2010
93	Working Fund Checks & Stubs - July, 02 thru Sept., 02	2302	1	6/30/2010
94	Working Fund Checks & Stubs - Oct., 02 thru Dec., 02	2302	1	6/30/2010
95	Working Fund Checks & Stubs - Jan., 03 thru Mar., 03	2302	1	6/30/2010
96	Working Fund Checks & Stubs - Apr., 03 thru June, 03	2302	1	6/30/2010
97	Working Fund Checks & Stubs - July, 03 thru Sept., 03	2302	1	6/30/2010
98	Working Fund Checks & Stubs - Oct., 03 thru Dec., 03	2302	1	6/30/2010
99	Working Fund Checks & Stubs - Jan., 04 thru Mar., 04	2302	1	6/30/2010
100	Working Fund Checks & Stubs - Apr., 04 thru June, 04	2302	1	6/30/2010
101	Working Fund Checks & Stubs - July, 04 thru Sept., 04	2302	1	6/30/2010



FISACL YEAR 2007

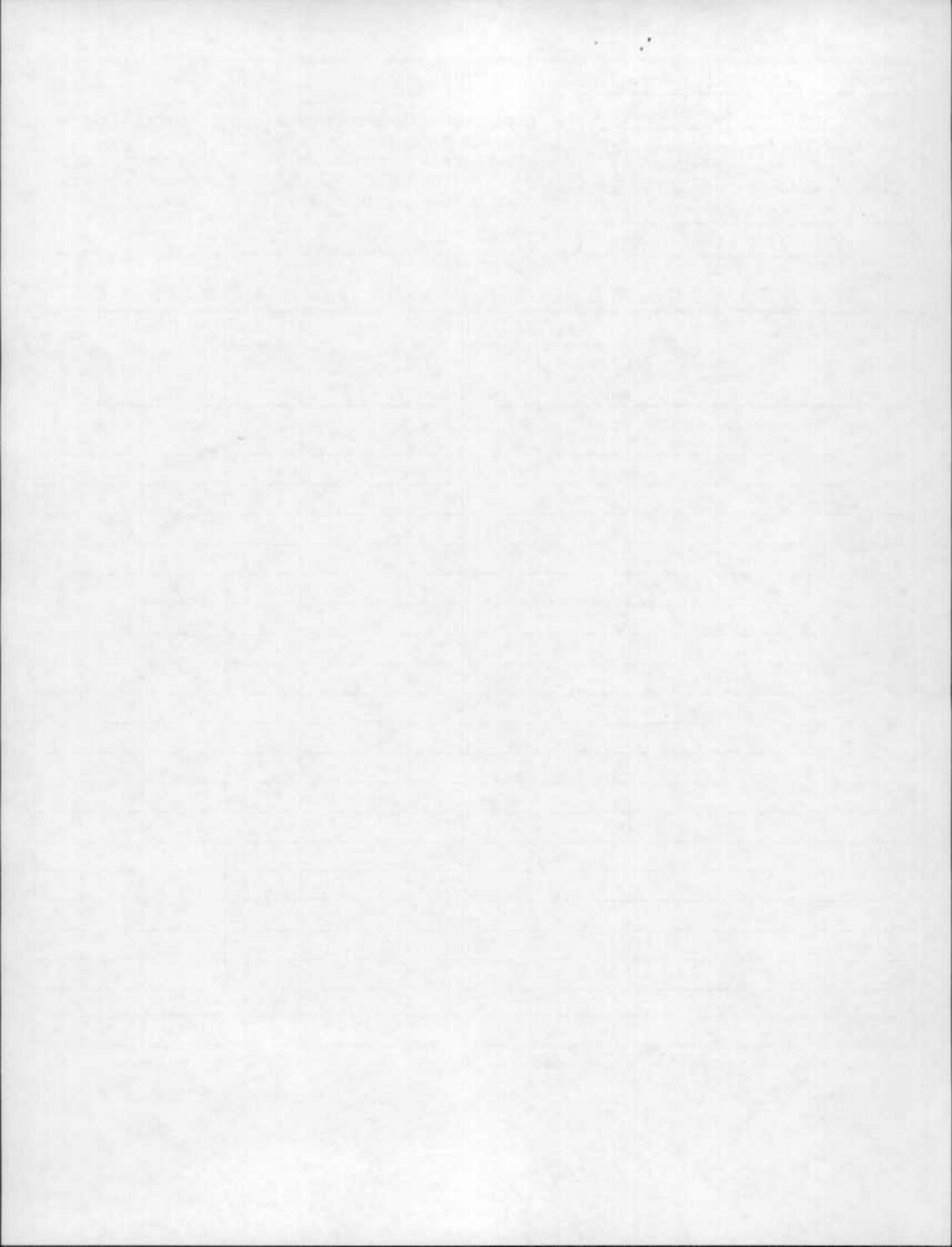
ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
102	Working Fund Checks & Stubs - Oct., 04 thru Dec., 04	2302	1	6/30/2010
103	Working Fund Checks & Stubs - Jan., 05 thru Mar., 05	2302	1	6/30/2010
104	Working Fund Checks & Stubs - Apr., 05 thru June, 05	2302	1	6/30/2010
105	Working Fund Reconciliations - 7/31/02 thru 6/30/03	2302	1	6/30/2010
106	Working Fund Reconciliations - 7/31/03 thru 5/31/04	2302	1	6/30/2010
107	Working Fund Reconciliations - 6/30/04 thru 11/30/04	2302	1	6/30/2010
108	Working Fund Reconciliations - 12/31/04 thru 4/30/05	2302	1	6/30/2010
109	Working Fund Reconciliations - 5/31/05 thru 6/30/05	2302	1	6/30/2010
110	Plant Fund & Capital Information (1)	2302	1	6/30/2010
111	Plant Fund & Capital Information (2)	2302	1	6/30/2010

Total Number of Boxes = 111

1-64 R-69-5-10-11 — 64

75-111 R-64 S-13 — $\frac{37}{101}$



EX

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. University of Maryland, School of Medicine		ACCESSION NO. <i>03W1954</i>	DATE REC'D <i>5-16-03</i>
B. DIVISION/UNIT Office of Graduate & Continuing Medical Education		LOCATION RANGE SECTION(S) <i>142 24</i>	RM CODE <i>28.01.07</i>
C. MAILING ADDRESS 655 W. Baltimore Street BRB, 14-015 Baltimore, MD 21201		NO. OF CU. FT. <i>22</i>	
D. PHONE NO. 410-706-3956		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gloria Owens		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 - 22	<i>Correspondence / CME sponsored Programs</i> See attached list <i>1984 - 2001</i>	Schedule No. 2096 Item #1 Item #4 July, 2010



10-11-12

10-10-12

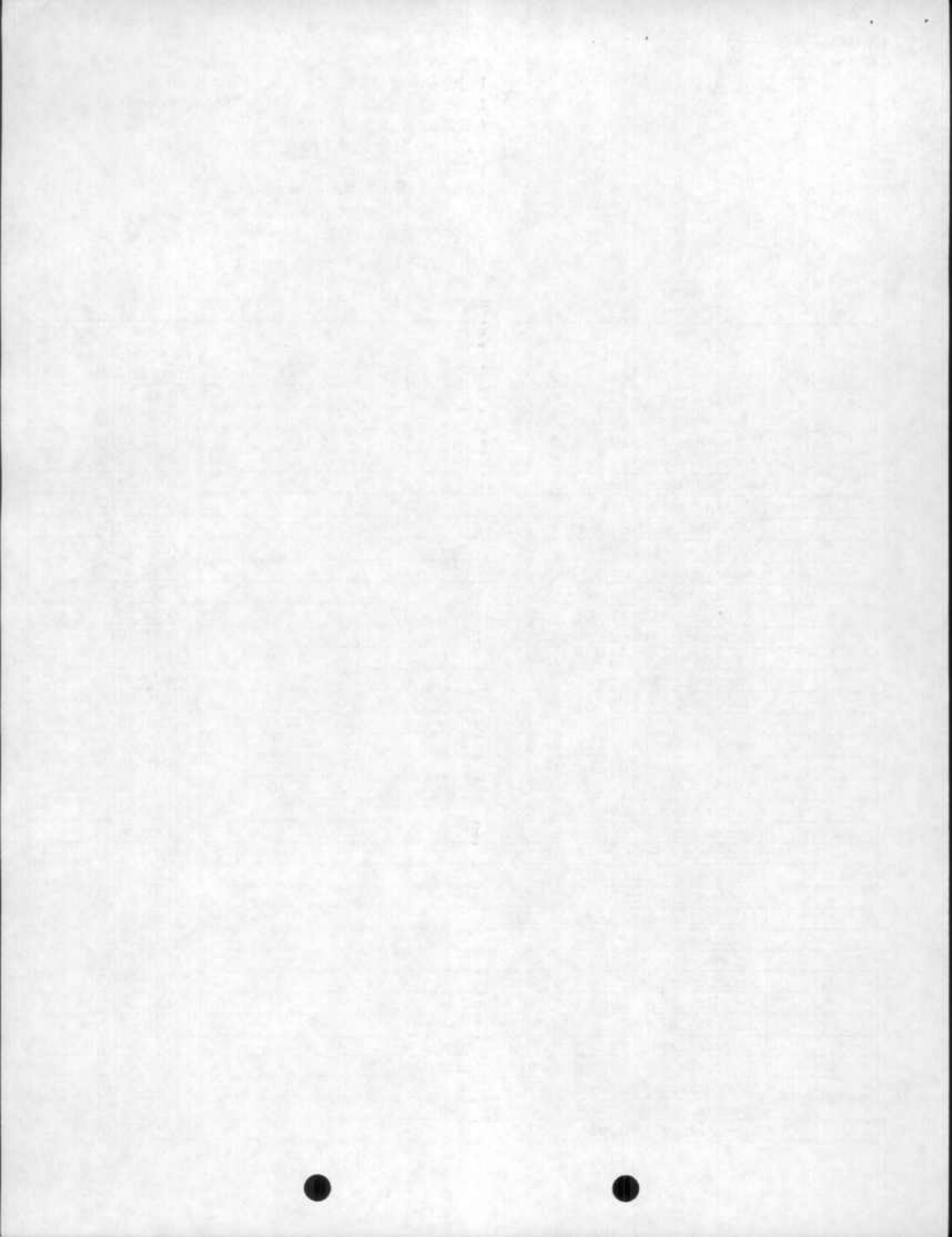
10-11-12



University of Maryland
 Office of Graduate & Continuing Medical Education
 655 West Baltimore Street
 Baltimore Maryland 21201
 (410) 706-8633 3956
 Agency Official: Robertha Simpson

Shipment No.: 2 Schedule No.: 2096
 Page 1

Box Numbers	Description of Records With Inclusive Dates	Disposal Authority Schedule, Item No., Disposal Date
1	NRMP Results FY 92-93	1 (DD: 2010)
	GME Housestaff Policies - 1994	1 (DD: 2010)
	Match Result Summaries - 19896	1 (DD: 2010)
	NRMP - 1991-1992	1 (DD: 2010)
	Match Process - 1990	1 (DD: 2010)
	NRMP - 1989	1 (DD: 2010)
	Minority Residents Data - 1992	1 (DD: 2010)
	Affiliation -- Lisa Akchin - 1991	1 (DD: 2010)
	Anne Arundel County Affiliation Agreement - 1999	1 (DD: 2010)
	Bethesda Naval Hospital (MOU) - 1988	1 (DD: 2010)
	Armed Forces Institution - Pathology MOU - 1995	1 (DD: 2010)
	Crownsville Affiliation Agreement - 1993	1 (DD: 2010)
	Cyotechnology Program - 1993	1 (DD: 2010)
	Deaton Affiliation - 1987	1 (DD: 2010)
	Emergency Medicine Affiliation - 1987	1 (DD: 2010)
	Epidemiology Affiliation - 1997	1 (DD: 2010)
	Family Medicine Affiliation - 1999	1 (DD: 2010)
	Franklin Square Affiliation - 1995	1 (DD: 2010)
	GBMC Affiliation - 1994	1 (DD: 2010)
	Harbor Hospital Affiliation - 1994	1 (DD: 2010)
	Kernan Hospital Affiliation - 1998	1 (DD: 2010)
	Levindale Affiliation - 1992	1 (DD: 2010)
	Medical Examiner's Office Affiliation - 1996	1 (DD: 2010)
	Medical Research Tech Affiliation - 1996	1 (DD: 2010)
	Medical School Affiliation - 1993	1 (DD: 2010)
	UMMS MOU - 1995	1 (DD: 2010)
Box 2	Prince George's Affiliation - 1997	1 (DD: 2010)
	Prince George's Fellowship Program - 1998	1 (DD: 2010)
	Joint Residency - Sheppard Pratt Affiliation - 1996	1 (DD: 2010)
	Adult Psych Affiliation - 1996-1997	1 (DD: 2010)
	Sheppard Pratt Psych Agreement Affiliation - 1998	1 (DD: 2010)
	R. Adams Cowley Shock Trauma Agreements - 1998	1 (DD: 2010)
	Sinai Hospital Affiliation - 1998	1 (DD: 2010)
	South Baltimore General Affiliation - 1984	1 (DD: 2010)
	Spring Grove Affiliation - 1988	1 (DD: 2010)

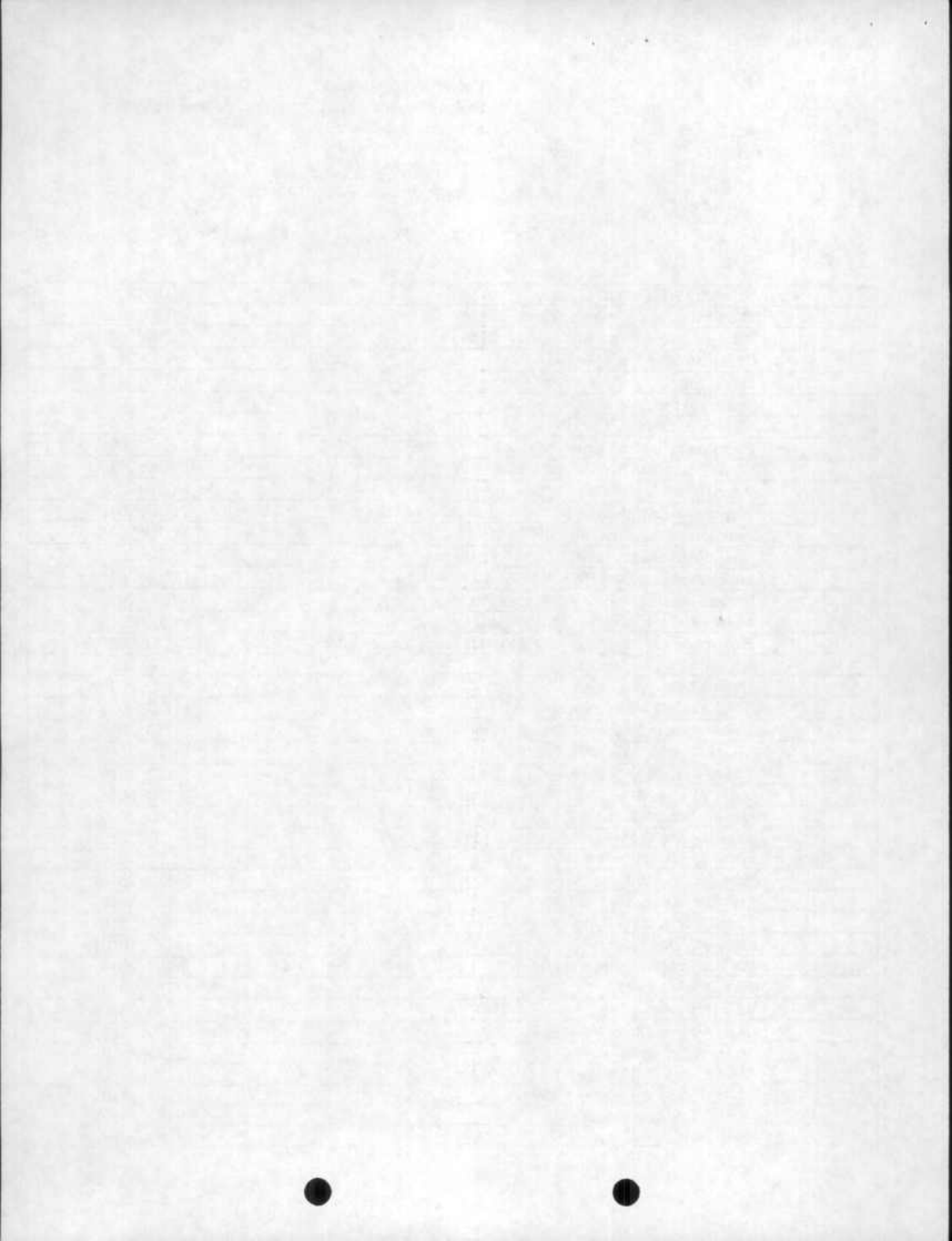


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 Office of Graduate & Continuing Medical Education
 655 West Baltimore Street
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Shipment No.: _____ Schedule No.: 2096

Page 2

	St. Agnes Affiliation - 1998	1 (DD: 2010)
	Standard Affiliation Agreements - 1999	1 (DD: 2010)
	Emergency Medicine Affiliation - 1998	1 (DD: 2010)
	Orthopedic Affiliation - 1991	1 (DD: 2010)
	Plastic Surgery Affiliation - 1989	1 (DD: 2010)
	Surgery Affiliation - 1994	1 (DD: 2010)
	UMMS Affiliation - 1991	1 (DD: 2010)
	Uniformed Services University Agreement - 1996	1 (DD: 2010)
	Union Memorial Hospital Affiliation - 1998	1 (DD: 2010)
	VA Affiliation - 1997	1 (DD: 2010)
	Walter Reed Army Medical Center Affiliation - 1998	1 (DD: 2010)
	York Hospital Affiliation - 1987	1 (DD: 2010)
	Newco Affiliation - 1998	1 (DD: 2010)
	Mercy Agreements - 1998	1 (DD: 2010)
	Union Memorial - Peds Affiliation - 1996	1 (DD: 2010)
Box 3	AMA Frieda - Surgery - Otolaryngology - 1995	1 (DD: 2010)
	Program W/O Opportunity for ACGME Accreditation - 1997	1 (DD: 2010)
	Accreditation Equivalency - 1996	1 (DD: 2010)
	Trauma Center - 1996	1 (DD: 2010)
	GME Advisory Committee - 1994	1 (DD: 2010)
	Introduction to Medicine Course - 1995-1996	1 (DD: 2010)
	NRMP (2 folders) - 1996-1997	1 (DD: 2010)
	NRMP (2 folders) - 1995-1996	1 (DD: 2010)
Box 4	Med Chi - 1998	1 (DD: 2010)
	Moonlighting Policy - 1998	1 (DD: 2010)
	Moonlighting - Internal Medicine - 1993	1 (DD: 2010)
	Moonlight Responses - 1993	1 (DD: 2010)
	New Training Program Request	1 (DD: 2010)
	Resident Supervision Policies - 1996	1 (DD: 2010)
	Sexual Harassment Policy - 1995	1 (DD: 2010)
	Residents Due Process - 1994	1 (DD: 2010)
	VA Disbursement Agreement - 1992	1 (DD: 2010)
	VA Library - 1995	1 (DD: 2010)
	VA Perry Point - 1993	1 (DD: 2010)
	GME Alumni Director - (1980-1992)	1 (DD: 2010)
	Grants & Contracts - 1998	1 (DD: 2010)
	AMA Frieda (2 file folders) - 1996	1 (DD: 2010)
Box 5	Joint Affiliation - Mercy - 1993	1 (DD: 2010)
	MIEMSS Affiliation - 1985	1 (DD: 2010)
	Montebello Affiliation - 1976	1 (DD: 2010)



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Shipment No.: _____ Schedule No.:

Page 3

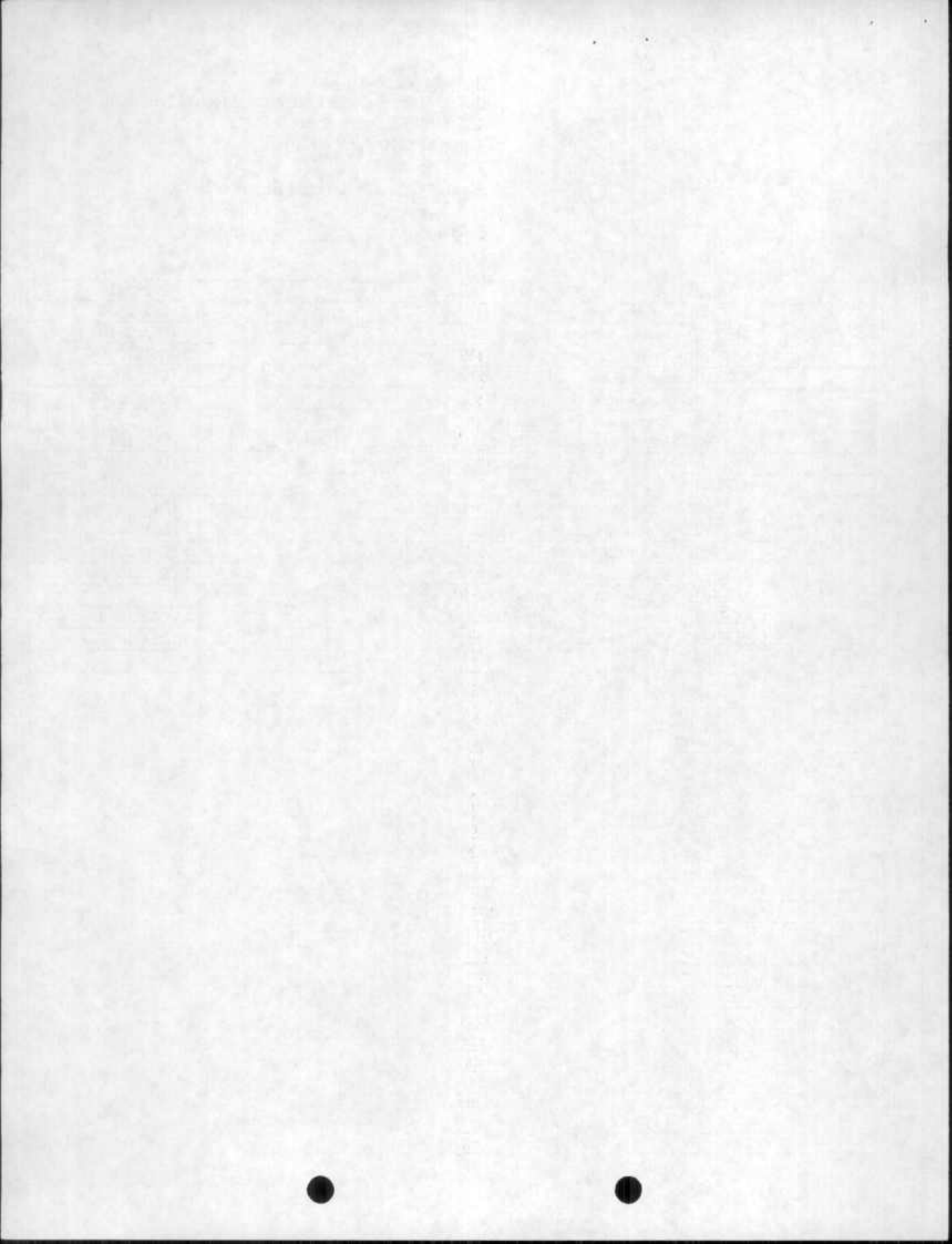
	Montgomery General Hospital Affiliation - 1993	1 (DD: 2010)
	Mt. Washington Ped Affiliation - 1995	1 (DD: 2010)
	Naval School of Health Sciences - 1998	1 (DD: 2010)
	NIH - 1996	1 (DD: 2010)
	North Arundel Med. Tech - 1991	1 (DD: 2010)
	OB/GYN Affiliation - 1995	1 (DD: 2010)
	Ophthalmology Affiliation - 1980	1 (DD: 2010)
	Pathology PA Program - 1995	1 (DD: 2010)
	Pediatrics Affiliation - 1996	1 (DD: 2010)
	Physical Therapy Affiliation (3 folders) - 1994	1 (DD: 2010)
Box 6	Genetics in Primary Care - 2001	1 (DD: 2010)
	Retina Fellowship Application for Equivalent Accreditation- 1997	1 (DD: 2010)
	UMMS - Non-ACGME Accredited Program Requirements for a Fellowship Program in Trauma Surgery - 1996	1 (DD: 2010)
	UMMS Accreditation Equivalency Proposal for Neurology Fellowship - 1998	1 (DD: 2010)
	Equivalency Accreditation for Behavioral & Developmental Pediatric Fellowship	1 (DD: 2010)
	Equivalency Accreditation for Adolescent Medicine Fellowship	1 (DD: 2010)
	Surgical Critical Care Program - 1999	1 (DD: 2010)
	Lim Reconstruction Fellowship - 1998	1 (DD: 2010)
	MCLLR Reading Material for Fellows Education - 1998	1 (DD: 2010)
Box 7	Physical Therapy Self Study Report - 1998	1 (DD: 2010)
	Physical Therapy Biennial Accreditation Report - 1994	1 (DD: 2010)
	Physical Therapy Self Study - 1996	1 (DD: 2010)
	Physical Therapy - Miscellaneous - 1996	1 (DD: 2010)
	Physical Therapy - Review - 1996	1 (DD: 2010)
	Physical Study Self Study Questions - 1996	1 (DD: 2010)
	Physical Therapy Study Preview I - 1996	1 (DD: 2010)
	Physical Therapy Study Preview II - 1996	1 (DD: 2010)
	Physical Therapy Study Preview III - 1996	1 (DD: 2010)
	Physical Therapy Study Preview IV - 1996	1 (DD: 2010)
Box 8	ACGME Moonlighting - (1995-1996)	1 (DD: 2010)
	ACGME - Nephrology - (1995-1996)	1 (DD: 2010)
	ACGME - Neurology - (1994- 1999)	1 (DD: 2010)
	ACGME - Clinical Neurophysiology - (1994-1999)	1 (DD: 2010)
	ACGME - Neuroradiology (1990-1998)	1 (DD: 2010)
	ACGME - OB/GYN (1988-1997)	1 (DD: 2010)
	ACGME - Ophthalmology (1997)	1 (DD: 2010)
Box 9	ACGME - Family Medicine Grants (2 folders) (1993)	1 (DD: 2010)

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Shipment No.: _____ Schedule No.:

Page 4

	ACGME – Geriatrics (1991-1995)	1 (DD: 2010)
	ACGME – Gastroenterology (1988-1997)	1 (DD: 2010)
	ACGME – Hematology/Oncology (1994-1997)	1 (DD: 2010)
	ACGME – Infectious Disease (1994-1997)	1 (DD: 2010)
	ACGME – Internal Medicine (1986-1998)	1 (DD: 2010)
	ACGME – Medicine-Critical Care (1993-1996)	1 (DD: 2010)
	ACGME – Emergency Medicine (1994-1998)	1 (DD: 2010)
	ACGME – Internal Medicine (Brochure & Curriculum) (1993-1997)	1 (DD: 2010)
Box 10	ACGME – Anesthesiology – Critical Care (1990-1996)	1 (DD: 2010)
	ACGME – Anesthesiology (1995)	1 (DD: 2010)
	ACGME – Anesthesiology – Pain Management (1995)	1 (DD: 2010)
	ACGME – Cardiovascular Disease (1995-1996)	1 (DD: 2010)
	ACGME – Clinical Cardiac Electrophysiology (1995)	1 (DD: 2010)
	ACGME – Dermatology (1985-1999)	1 (DD: 2010)
	ACGME – Endocrinology, Diabetes & Metabolism (1990-1997)	1 (DD: 2010)
	ACGME – Preventive Medicine (1991-2000)	1 (DD: 2010)
	ACGME – Family Medicine (1994-1996)	1 (DD: 2010)



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Shipment No.: _____ Schedule No.: 2096

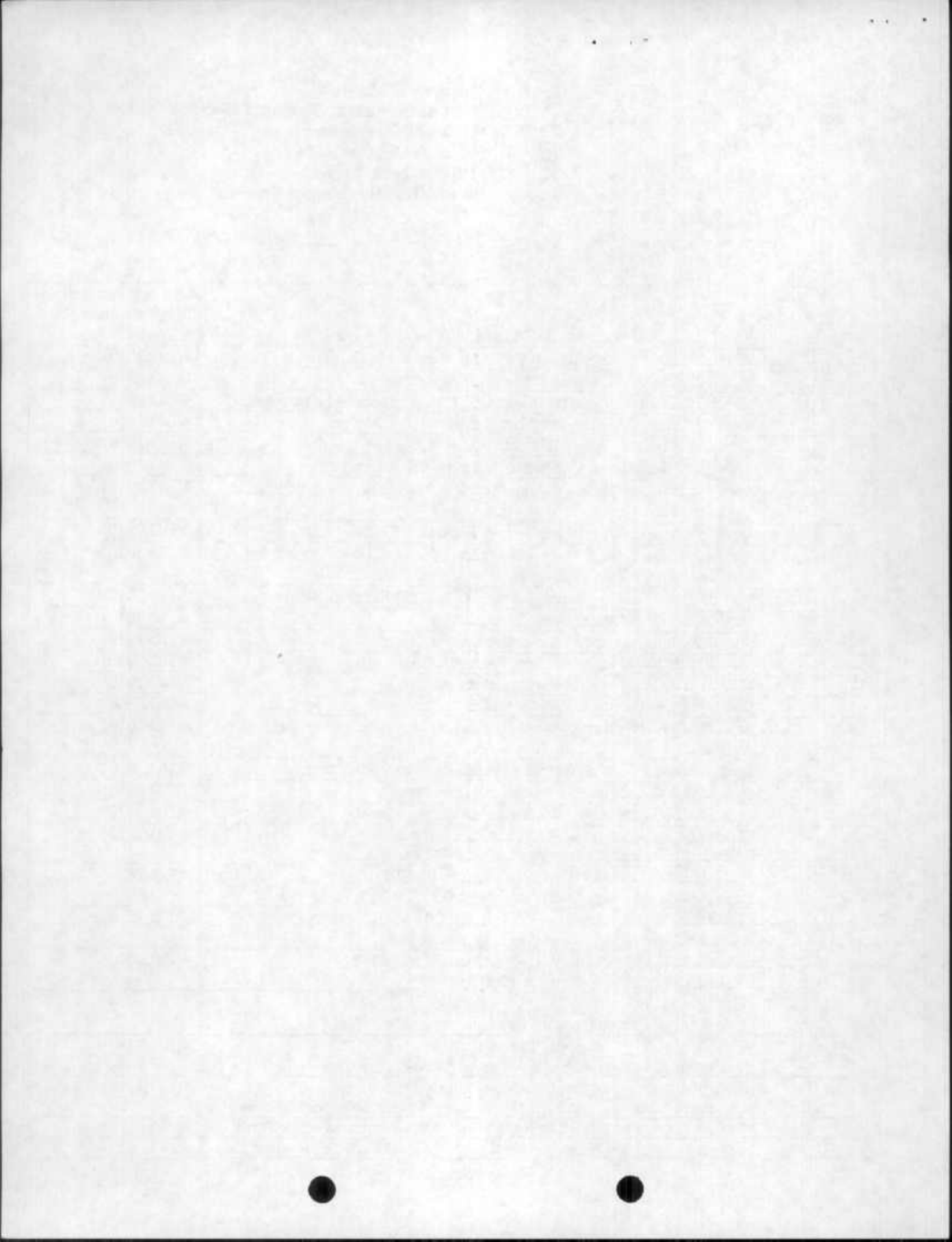
Page 45

Box Numbers	Description of Records With Inclusive Dates	Disposal Authority Schedule, Item No., Disposal Date
	FY 1999 - 2000	4(DD:2010)
Box 11	University of Maryland Outreach Programs - FY 1999-2000 August 1999 - August 2000	4(DD:2010)
	PED99-2000 Pediatric Advance Life Support (PALS)	4(DD:2010)
	June 99-2000 Health Care Quality Improvement	4(DD:2010)
	HIV99A and HIV99B HIV/AIDS Education Clinical Training & Multi	4(DD:2010)
	HIV00A and HIV00B HIV/AIDS Education Multidisciplinary Conference	4(DD:2010)
	July 17, 1999 Univ of MD Arthritis & Pain Preceptorship Program	4(DD:2010)
	August 12-15, 1999 Problem Solving in Diagnostic Radiology	4(DD:2010)
	September 16-18, 1999 4 th National Conference on Advancing School- Base	4(DD:2010)
Box 12	September 18, 1999 Perioperative Neuroprotection Symposium	4(DD:2010)
	September 20-22, 1999 43 rd Annual Conference Assoc Advance Automotive Medicine	4(DD:2010)
	October 01, 1999 Cancer Center Symposium	4(DD:2010)
	October 01, 1999 Managing Pediatric Environmental Hazards	4(DD:2010)
	October 01, 1999 Cardiovascular Risk Factors	4(DD:2010)
	October 6-8, 1999 11 th Annual MD Conference AIDS: A Challenge to Primary Care	4(DD:2010)
	October 08, 1999 Understanding Retina Surgery	4(DD:2010)
	October 21, 1999 2 nd Annual Geriatric Symposium	4(DD:2010)
	October 22, 1999 Women's Environments & Women's Health	4(DD:2010)
	October 22-23, 1999 Endocrinology Update for the Practicing Physicians	4(DD:2010)
	October 23, 1999 Advances in Gastroenterology Primary Care Physicians	4(DD:2010)
	October 27, 1999 American School Health Association Convention	4(DD:2010)
	November 07, 1999 Lipid Management & Special Patient Populations	4(DD:2010)
	November 13, 1999 Cyrus L. Blancard & Bernard S. Kleiman Lectures	4(DD:2010)
	November 18, 1999 18 th R Adams Cowley Trauma Symposium	4(DD:2010)
	December 10, 1999 Thoracic Surgery Update: Into The Next Millenium	4(DD:2010)
	December 16, 1999 Complementary & Alternative Medicine Series	4(DD:2010)
Box 13	January 22, 2000 Effective Treatment for ADHD: What Works??	4(DD:2010)
	January 29, 2000 Management of Patients with Complex Spasticity	4(DD:2010)
	February 25, 2000 New Directions in Glaucoma	4(DD:2010)
	March 10, 2000 Vasopeptidase Inhibition: An Emerging Strategy (The American College of Cardiology)	4(DD:2010)
	March 17-19, 2000 Eastern Society Pediatric Research Annual Meeting	4(DD:2010)

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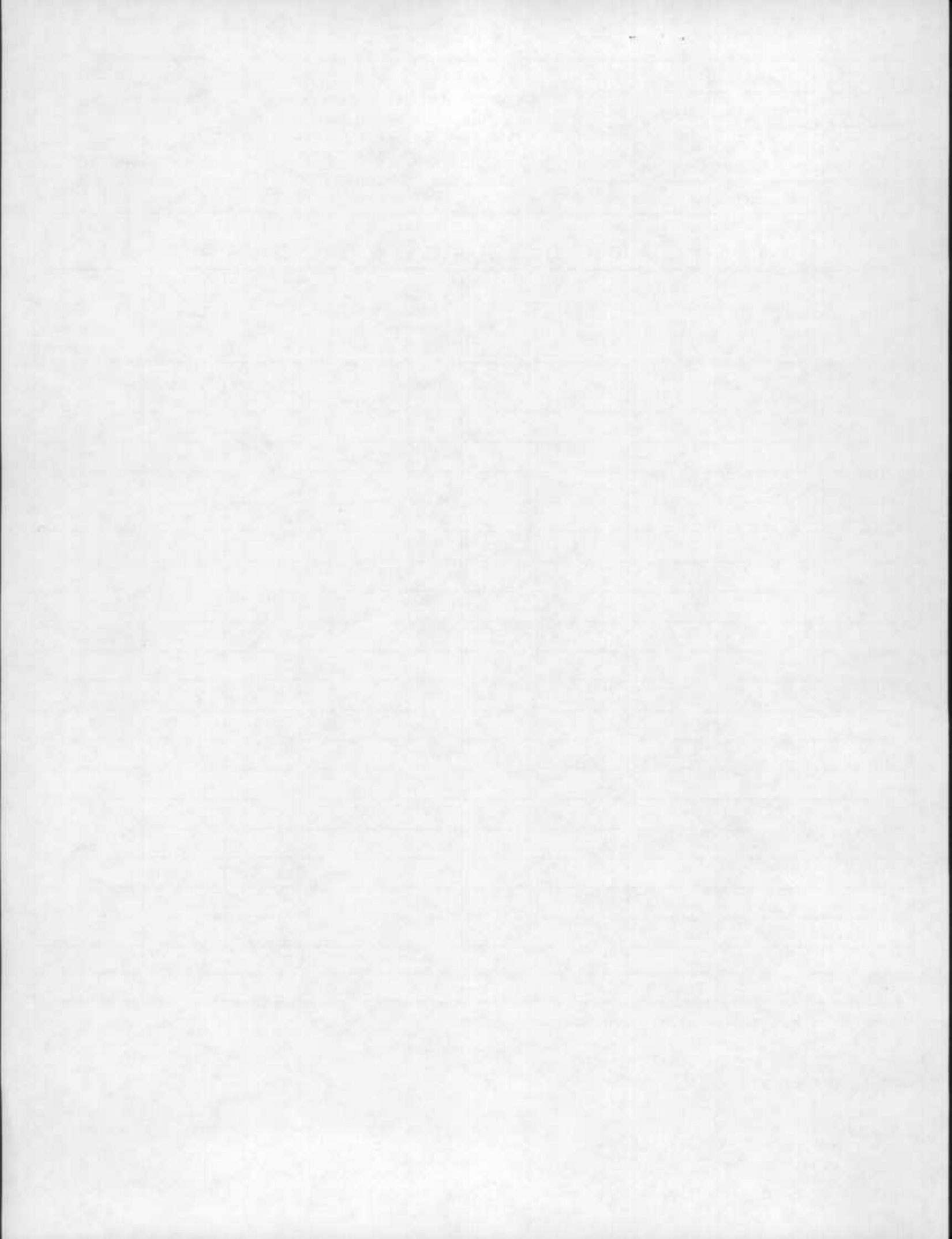
Shipment No.: _____ Schedule No.: 2096
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Box Numbers	Description of Records With Inclusive Dates	Disposal Authority Schedule, Item No., Disposal Date	
Box 13	March 21, 2000 MarylandCares 4 th Annual Pediatric Conference	4(DD:2010)	
	March 23, 2000 3 rd Annual Geriatric Symposium	4(DD:2010)	
	March 30, 2000 Cultural Issues that Impact the Treatment Hypertension	4(DD:2010)	
	April 04, 2000 12 th Annual Michel Mirowski Symposium	4(DD:2010)	
	April 08, 2000 4 th Annual Seminar in Liver Diseases	4(DD:2010)	
	April 13, 2000 Tuerk Conference -- Empowering Families	4(DD:2010)	
	April 19-20, 2000 Facing the Reality: HIV, Mental Illness & Substance Use in the New Era	4(DD:2010)	
	April 29-30, 2000 Vertebroplasty: A Hands-On Course	4(DD:2010)	
	April 30 - May 3, 2000 American Trauma Society 2005: Framing the Challenge for Trauma Leadership	4(DD:2010)	
	May 05, 2000 Medical Alumni Association: 2000 Scientific Program	4(DD:2010)	
	May 05, 2000 Interventional Rheumatology	4(DD:2010)	
	Box 14	May 6-7, 2000 Bay Area Cardiology Update Seminar	4(DD:2010)
		May 19-20, 2000 Chief Medical Residents Conference	4(DD:2010)
		May 21, 2000 Society for Surgery of the Alimentary Tract	4(DD:2010)
June 02, 2000 Geriatric Medicine & Psychiatry Working Together		4(DD:2010)	
June 15, 2000 Rural Adolescent Health Issues: A Multidisciplinary Approach		4(DD:2010)	
June 24-27, 2000 Na'tl Assembly: Fulfilling Prevention Promise		4(DD:2010)	
June 28, 2000 Campaign for Medicare Excellence		4(DD:2010)	
June 30, 2000 Home Run Strategies in Ocular Diagnosis		4(DD:2010)	
EDM98D00 April, 1998 - April, 2000 Effects of Immundomodulating Agents on Relapses		4(DD:2010)	
EDM-Jan01 January 01, 1999 - January 01, 2001 Strategies for the Early Management of MS		4(DD:2010)	
EDMJan2001 January 01, 1999 - January 01, 2001 A Clear Image: New Ultrasound Diagnostic Agent	4(DD:2010)		
Box 15	EDM98-1201 January, 1999 - December, 2001 Use of Radiographic Contrast Media Cardiology	4(DD:2010)	
	EDM001031 June 15, 1998 - October 31, 2000 Developing A Pneumococcal Conjugate Vaccine: Clinical Trials	4(DD:2010)	
	EDM001031A June 15, 1998 - October 31, 2000 Developing A Pneumococcal Conjugate Vaccine: Audiotape	4(DD:2010)	
	EDM9900 March 01, 1999 - March 31, 2001 Immunomodulatory Therapy for Relapsing - Remitting Multiple Sclerosis:	4(DD:2010)	
	MS Grand Rounds: Strategies for the Early Management of MS - Part I	4(DD:2010)	
	MS Grand Rounds: Design and Methodology in Clinical Trials - Part II	4(DD:2010)	



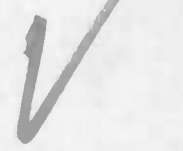
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EX

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 College of Southern Maryland 1. (Formerly Charles County Community College)		ACCESSION NO. 06W517	DATE REC'D 3-21-06
B. DIVISION/UNIT Division of Student Services / Financial Assistance			RM CODE 28.03.01.01
C. MAILING ADDRESS P.O. Box 910 8730 Mitchell Rd LaPlata, MD 20646-0910		LOCATION RANGE SECTION(S) 14 6	NO. OF CU. FT. 27
D. PHONE NO. 301-934-2251 ext. 7531		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Director of Financial Aid / Financial Aid Tech. George Bachman / Jessica Chinault		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	
	Student Financial Assistance Records 2003-2004 School Year 7/1/03 - 6/30/04		
1	ISIR ONLY to Bailey, Barbara	Schedule # 1531	
2	Bailey, Johanthan to Biagi, Krystle	Item # 1	
3	Biehl, Jerry to BraunHarrod, Vanessa	Disposal date:	
4	Bruce, Phillip to Casoni, Crystal	7-1-2010	
5	Cassidy, Tammy to Cook Brenda		
6	Cook, Christopher to Davis, Lycretia		
7	Davis, Melinda to Dyer, Lakeisha		
8	Dyson, Adam to Fountain, Crystal		
9	Fountain, Crystal V. to Grant, Tammy		
10	Grant, Ty to Hampton, Wade		
11	Hance, Miranda to Hill, Kathryn		
12	Hill, Kelli to Jacobs, Julie		
13	Jacobs, Katrina to Julian, Harriette		

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College of Southern Maryland
Division of Student Services
Financial Assistance Dept.
301-934-2251 ext 7531

06W517

Page 2 of 2

12/13/05

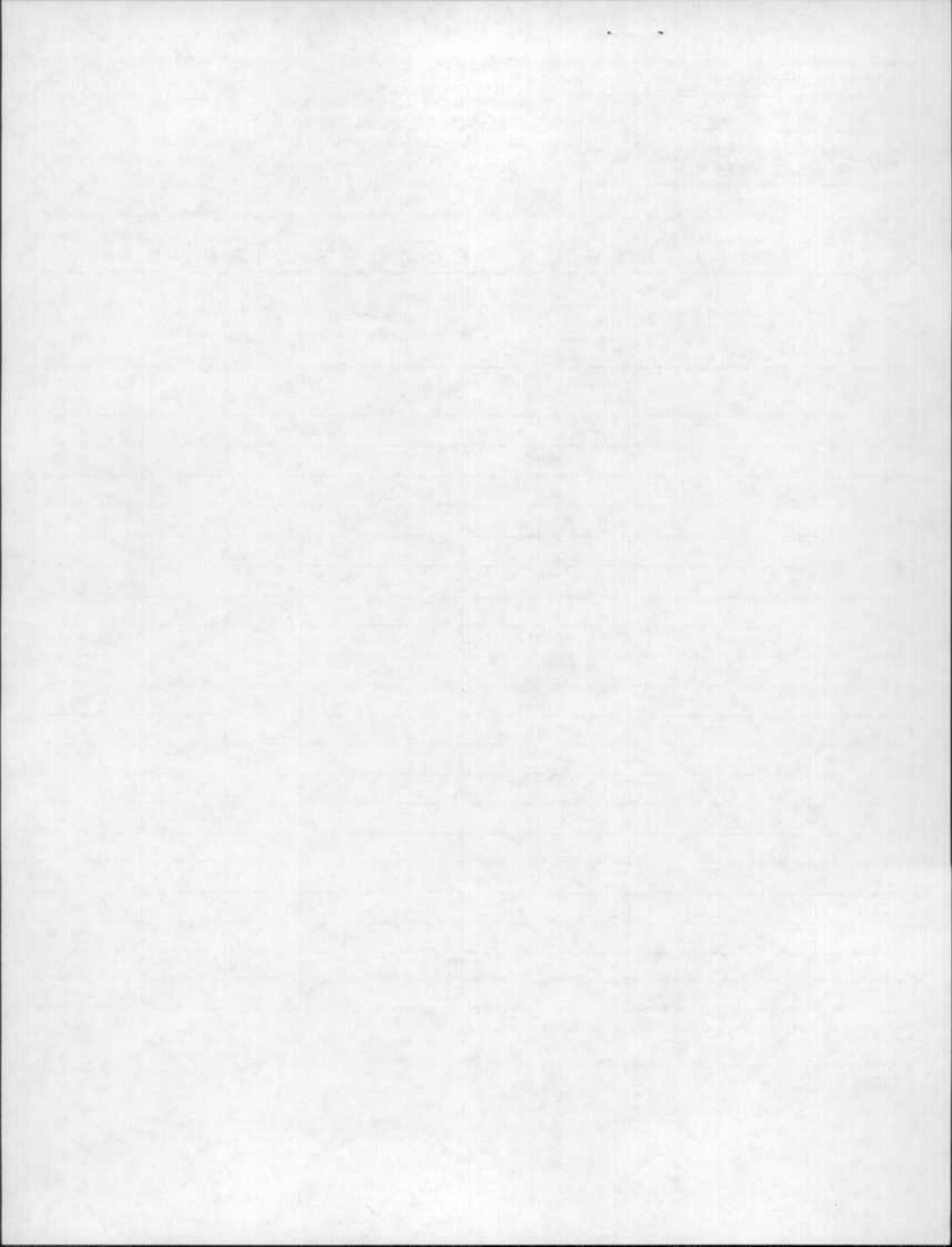
Continuation:

Student Financial Assistance Records
2003-2004 School Year
Schedule 1531 Item # 1
Disposal Date: 7-1-2010

<u>Box #</u>	<u>Description</u>
14	Kaatz, Shannon to Lee, Gregg
15	Lee, Kelky to Maxwell, Megan
16	May, Anthony to Mills, Victoria
17	Millsaps, Candie to Niesen, Lisa
18	Niner, Sherri to Phillips, Wendell
19	Phipps to Reese
20	Reeves, JoAnne to Rye, Mary
21	Sabu, Nafisa to Sipos, Zorana
22	Skates, Teressa to Subda, John
23	Sullivan, Gina to Torbic, April
24	Toribio, Jame to Walker, Stephen
25	Wall, Jamie Rae to Wiley, Edema
26	Wilkerson, Kathryn to Wyrick, Brian
27	Yang, Eurie to Zorn, Andrew

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RECORDS TRANSMITTAL AND RECEIPT

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

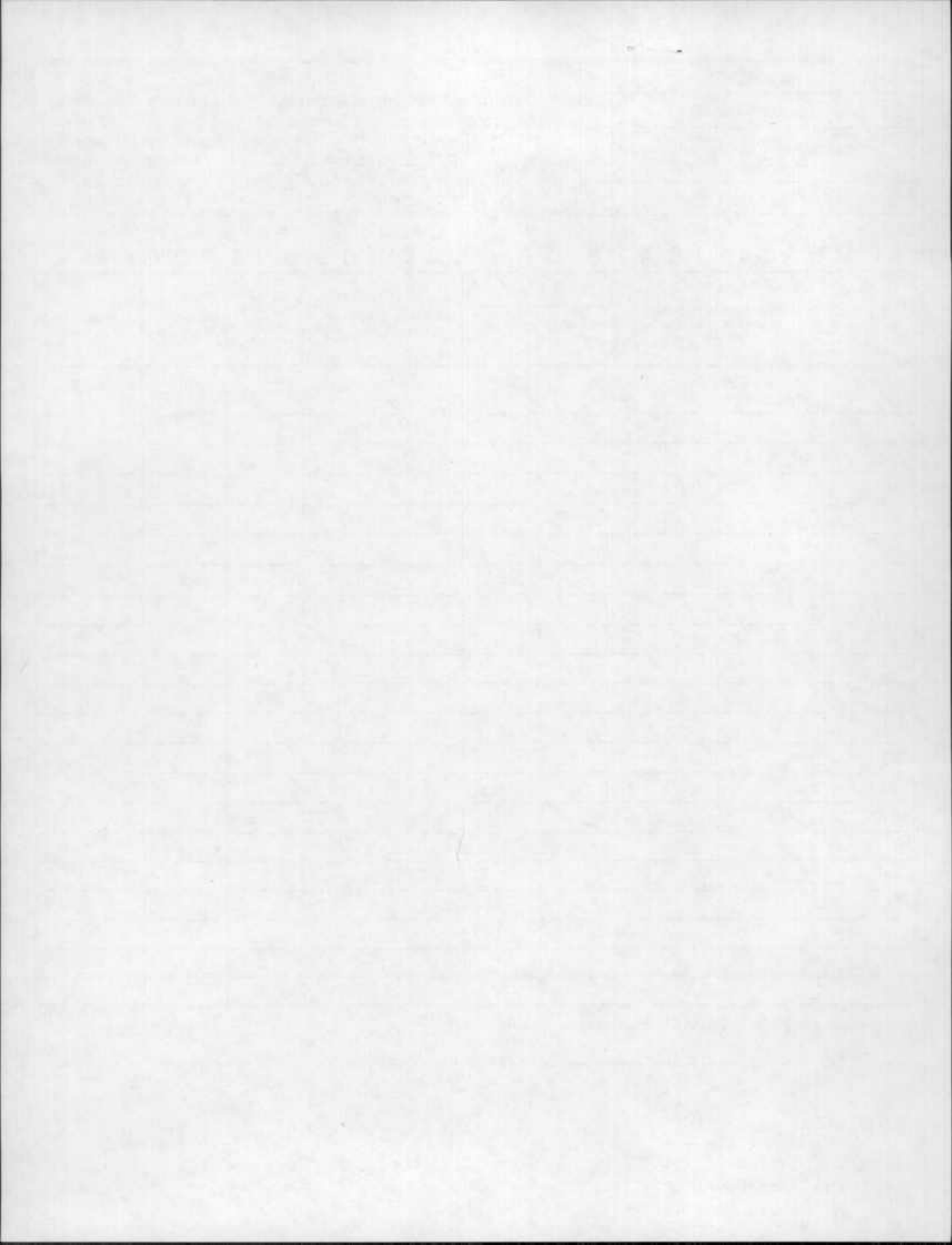
A. AGENCY 1. College of Southern Maryland		ACCESSION NO. 08W257	DATE REC'D 9/18/07
B. DIVISION/UNIT <i>Accounting</i>			RM CODE 28.03.01.03
C. MAILING ADDRESS 8730 Mitchell Road La Plata, mD 20646		LOCATION RANGE SECTION(S) 3 8	NO. OF CU. FT. 20
D. PHONE NO. 301-934-7840		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Jill Wathen		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
FY04 - 01	Accounts Payable Vouchers - 07/03/03 - 07/22/03	1669 item #11 - Jul.1, 2010
FY04 - 02	Accounts Payable Vouchers - 07/24/03 - 08/07/03	1669 item #11 - Jul.1, 2010
FY04 - 03	Accounts Payable Vouchers - 08/12/03 - 08/26/03	1669 item #11 - Jul.1, 2010
FY04 - 04	Accounts Payable Vouchers - 08/28/03 - 09/11/03	1669 item #11 - Jul.1, 2010
FY04 - 05	Accounts Payable Vouchers - 09/14/03 - 09/30/03	1669 item #11 - Jul.1, 2010
FY04 - 06	Accounts Payable Vouchers - 10/02/03 - 10/21/03	1669 item #11 - Jul.1, 2010
FY04 - 07	Accounts Payable Vouchers - 10/23/03 - 11/06/03	1669 item #11 - Jul.1, 2010
FY04 - 08	Accounts Payable Vouchers - 11/11/03 - 11/25/03	1669 item #11 - Jul.1, 2010
FY04 - 09	Accounts Payable Vouchers - 12/02/03 - 12/16/03	1669 item #11 - Jul.1, 2010
FY04 - 10	Accounts Payable Vouchers - 12/18/03 - 01/13/04	1669 item #11 - Jul.1, 2010
FY04 - 11	Accounts Payable Vouchers - 01/15/04 - 02/02/04	1669 item #11 - Jul.1, 2010
FY04 - 12	Accounts Payable Vouchers - 02/05/04 - 02/12/04	1669 item #11 - Jul.1, 2010
FY04 - 13	Accounts Payable Vouchers - 02/17/04 - 03/02/07	1669 item #11 - Jul.1, 2010
FY04 - 14	Accounts Payable Vouchers - 03/04/07 - 03/23/04	1669 item #11 - Jul.1, 2010
FY04 - 15	Accounts Payable Vouchers - 03/30/04 - 04/18/04	1669 item #11 - Jul.1, 2010
FY04 - 16	Accounts Payable Vouchers - 04/23/04 - 04/27/04	1669 item #11 - Jul.1, 2010
FY04 - 17	Accounts Payable Vouchers - 04/29/04 - 05/11/04	1669 item #11 - Jul.1, 2010
FY04 - 18	Accounts Payable Vouchers - 05/13/04 - 05/27/04	1669 item #11 - Jul.1, 2010
FY04 - 19	Accounts Payable Vouchers - 06/01/04 - 06/15/04	1669 item #11 - Jul.1, 2010
FY04 - 20	Accounts Payable Vouchers - 06/17/04 - 06/30/04	1669 item #11 - Jul.1, 2010

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RECORDS TRANSMITTAL AND RECEIPT



DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

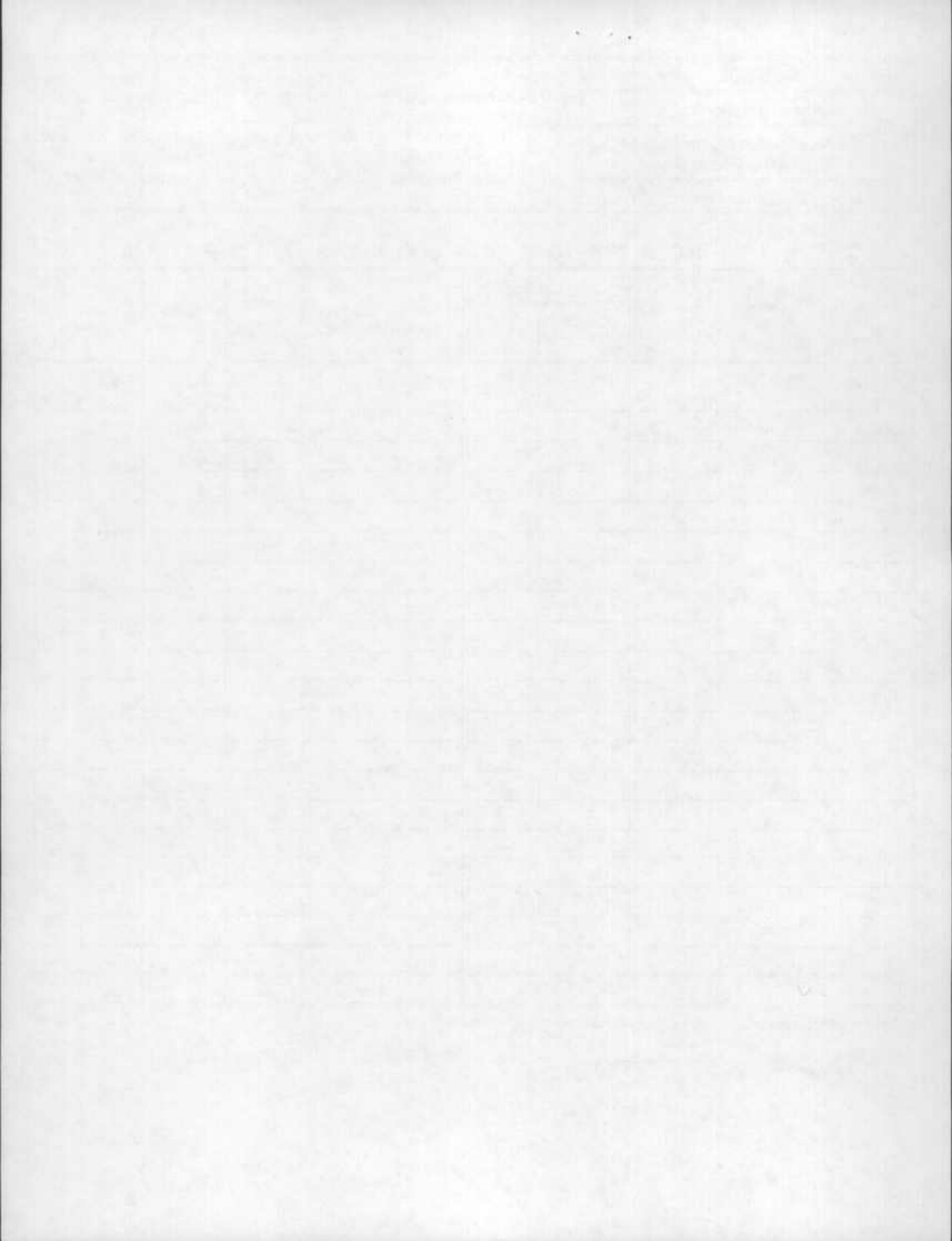
A. AGENCY 1. Anne Arundel Community College		ACCESSION NO. 01W/39	DATE REC'D 9-26-00
B. DIVISION/UNIT Business Office			RM CODE 28.03.02
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE SECTION(S) 20 26	NO. OF CU. FT. 4
D. PHONE NO. (410) 541-2227 - Mr. Glass (410) 541-2549 - Records Mgr.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Arthur Glass, Controller		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	Statement of Transactions, FY88, AMO-91 (FBM-091) Acc'ts. 0-10000 to 0-18000	Sch. 1908; Item 3 disposal 7/01/2010
2	Statement of Transactions, FY88, AMO-91 (FBM-091) Acc'ts. 0-18001 to 1-14001	Sch. 1908; Item 3 disposal 7/01/2010
3	Statement of Transactions, FY88, AMO-91 (FBM-091) Acc'ts. 1-1110 to 1-14051 & 2-11000 to 2-19997 1-1110	Sch. 1908; Item 3 disposal 7/01/2010
4	Statement of Transactions, FY88, AMO-91 (FBM-091) Acc'ts. 3-18001 to 9-95865	Sch. 1908; Item 3 disposal 7/01/2010

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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Anne Arundel Community College		ACCESSION NO. 06W172	DATE REC'D 9-28-05
B. DIVISION/UNIT Continuing Education			RM CODE 28.03.02
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE 10	SECTION(S) 10
D. PHONE NO. 410 777-2549		NO. OF CU. FT. 12	
E. AGENCY OFFICIAL Robert O. Felter, Records Retention		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	Class files (student folders-Bone,L.-Church,N) FY2005: 7/1/04-6/30/05	Sch.1927, item #6 Disposal 7/1/2010
2	Class files (student folders - Chrystal,A - Demby, T) FY2005 7/1/04-6/30/05	Sch.1927, item #6 Disposal 7/1/2010
3	Class files (student folders - Dean,K-Fowler,E) FY2005 7/1/04-6/30/05	Sch. 1927, item #6 Disposal 7/1/2010
4	Class files (student folders- (Foster,A-Henderson,M) FY2005 7/1/04-6/30/05	Sch. 1927, item #6 Disposal 7/1/2010
5	Class files (student folders- Heffington,D-Ingwersen.H) FY2005; 7/1/04-6/30/05	Sch. 1927. item #6 Disposal 7/1/2010
6	Class files (student folders- Husler,F- Kimble,S.), FY2005, 7/1/04-6/30/05	Sch. 1927. item#6 Disposal 7/1/2010
7	Class files (student folders- Kington,S-Manning,T) FY2005, 7/1/04-6/30/05.	Sch. 1927. item#6 Disposal 7/1/2010
8	Class files (student folders-Marion,N.-Osay,M) FY2005, 7/1/04-6/30/05	Sch. 1927. item#6 Disposal 7/1/2010
9	Class files (student folders-Outman - Scott,C) FY2005, 7/1/04-6/30/05	Sch.1927. item#6 Disposal 7/1/2010
10	Class files (student folders-Scott,K-Torres,G) FY2005, 7/1/04-6/30/05	Sch.1927,item#6 Disposal 7/1/2010
11	Class files (student folders- Ulmer,N-White,M) FY2005, 7/1/04-6/30/05	Sch.1927,item#6 Disposal 7/1/2010
12	Class files (student folders-White,S-Yeafman,)FY2005 7/1/04-6/30/05	Sch.1927,item#6 Disposal 7/1/2010

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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. Anne Arundel Community College		ACCESSION NO. 06W317	DATE REC'D 11-10-05
B. DIVISION/UNIT Continuing Education			RM CODE 28.03.02
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE SECTION(S) 21 28	NO. OF CU. FT. 2
D. PHONE NO. 410 777-2549		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Robert O. Felter, Records Retention		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	Program Files: Other Materials-Purchasing Invoices f/ Occupational Skills (Wookstock & Woodland); 7/1/2003-7/1/2004.	Sch. No. 1927, ³ Dispose 7/1/2010
2	Program Files: Other Materials-Purchasing Invoices f/ Occupational Skills (Coorections, Master, and Open Enrollment) 7/1/2003-7/1/2004.	Sch. No. 1927, ³ Dispose 7/1/2010

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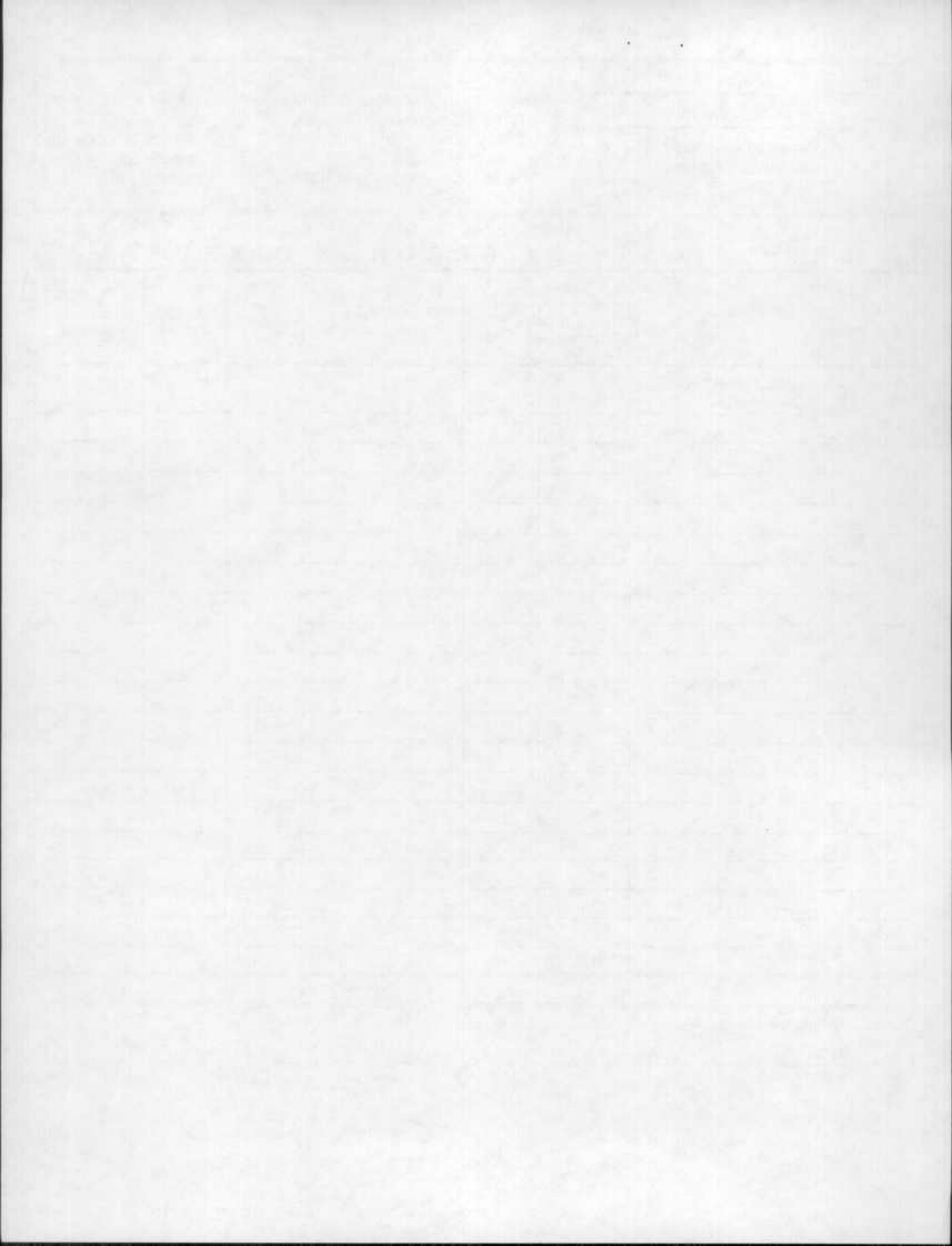
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DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of the Environment		Accession No. 02W103		Date Rec'd 9/17/01	
				RM Code 31.10	
B. Division/Unit Fiscal Services Division		Location Range Section(s) 63 13-14		No. of Cu. Ft. 58	
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224					
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		Grants Contractual Salary Distribution Pay Period #1-26 (6/11/97-6/9/98) FY98			1821A-2 JULY 1 2008 7/2010
#2		Grants Regular Salary Distribution Pay Period #1-26 (6/18/97-6/16/98) FY98			1821A-2 JULY 1 2008
#3		Grants/Timekeeping (No Superfund) Pay Period #1-4 (6/16/97-8/12/97) FY98			1821A-2 JULY 1 2008
#4		Grants/Timekeeping (No Superfund) Pay Period #5-8 (8/13/97-10/7/97) FY98			1821A-2 JULY 1 2008
#5		Grants/Timekeeping (No Superfund) Pay Period #9-12 (10/8/97-12/2/97) FY98			1821A-2 JULY 1 2008
#6		Grants/Timekeeping (No Superfund) Pay Period #13-16 (12/3/97-1/27/98) FY98			1821A-2 JULY 1 2008
#7		Grants/Timekeeping (No Superfund) Pay Period #17-21 (1/29/98-4/8/98) FY98			1821A-2 JULY 1 2008
#8		Grants/Timekeeping (No Superfund) Pay Period #22-26 (4/8/98-6/16/98) FY98			1821A-2 JULY 1 2008



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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. <div style="font-size: 2em; text-align: center;">02W103</div>	Date Rec'd <div style="font-size: 1.5em; text-align: center;">9-17-01</div>
B. Division/Unit Fiscal Services Division		Location Range Section(s) <div style="font-size: 2em; text-align: center;">63 13-14</div>	RM Code <div style="font-size: 1.5em; text-align: center;">31-10</div>
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224		No. of Cu. Ft. <div style="font-size: 2em; text-align: center;">58</div>	
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	
#9	Grants Quarterly Reports Contractual and Regular FY98	1821A-2 JULY 1 2008	
#10	Time Status Reports Pay Period #1-4 (6/18/97-8/12/97) FY98	1821A-2 JULY 1 2008	
#11	Time Status Reports Pay Period #5-8 (8/13/97-10/7/97) FY98	1821A-2 JULY 1 2008	
#12	Time Status Reports Pay Period #9-12 (10/8/97-12/2/97) FY98	1821A-2 JULY 1 2008	
#13	Time Status Reports Pay Period #13-16 (12/3/97-1/27/98) FY98	1821A-2 JULY 1 2008	
#14	Time Status Reports Pay Period #17-20 (1/28/98-3/24/98) FY98	1821A-2 JULY 1 2008	
#15	Time Status Reports Pay Period #21-24 (3/25/98-5/19/98) FY98	1821A-2 JULY 1 2008	
#16	Time Status Reports Pay Period #25-26 (5/20/98-6/16/98) FY98	1821A-2 JULY 1 2008	

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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. <div style="font-size: 2em; text-align: center;">02W103</div>	Date Rec'd <div style="font-size: 1.5em; text-align: center;">9-17-01</div>
B. Division/Unit Fiscal Services Division		Location Range Section(s)	RM Code <div style="font-size: 1.5em; text-align: center;">31.10</div>
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224		<div style="font-size: 2em; text-align: center;">63 13-14</div>	No. of Cu. Ft. <div style="font-size: 2em; text-align: center;">58</div>
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	
17	Grants/Timekeeping (Contractual) Pay Period #1-26 (6/11/97-6/9/98)	FY98	1821A-2 JULY 1,2008
18	CONTRACTUAL TIME SHEETS	FY98	1821A-2 JULY 1,2008
19	TIME SHEETS REPORTS PP 1-4	FY98	1821A-2 JULY 1,2008
20	PAYROLL ETR's	FY98	1821A-2 JULY 1,2008
21	TIME SHEETS REPORTS PP 9-10	FY98	1821A-2 JULY 1,2008
22	TIME SHEETS REPORTS PP 5-8	FY98	1821A-2 JULY 1,2008
23	EXPENSE REPRT VOUCHERS 390104 - 390105	FY98	1821A-2 JULY 1,2008
24	EXPENSE REPORT VOUCHERS 390101 - 390104	FY98	1821A-2 JULY 1,2008
25	AP VOUCHERS 390106 - 390107	FY98	1821A-2 JULY 1,2008
26	AP VOUCHERS 390105	FY98	1821A-2 JULY 1,2008
27	AP VOUCHERS 390107	FY98	1821A-2 JULY 1,2008
28	AP VOUCHERS 390104	FY98	1821A-2 JULY 1,2008
29	AP VOUCHERS 390101 - 390102	FY98	1821A-2 JULY 1,2008
30	AP VOUCHERS 390104 - 390105	FY98	1821A-2 JULY 1,2008
31	AP VOUCHERS 390107	FY98	1821A-2 JULY 1,2008
32	AP VOUCHERS 390102	FY98	1821A-2 JULY 1,2008
33	AP VOUCHERS 390106	FY98	1821A-2 JULY 1,2008
34	AP VOUCHERS 390104	FY98	1821A-2 JULY 1,2008
35	AP VOUCHERS 390104	FY98	1821A-2 JULY 1,2008
36	AP VOUCHERS 390105 - 390106	FY98	1821A-2 JULY 1,2008
37	AP VOUCHERS 390106	FY98	1821A-2 JULY 1,2008
38	AP VOUCHERS 390102 - 390110	FY98	1821A-2 JULY 1,2008
39	EXPENSE REPORT VOUCHERS 390104 - 390105	FY98	1821A-2 JULY 1,2008
40	EXPENSE REPORT VOUCHERS 390106 - 390107	FY98	1821A-2 JULY 1,2008

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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

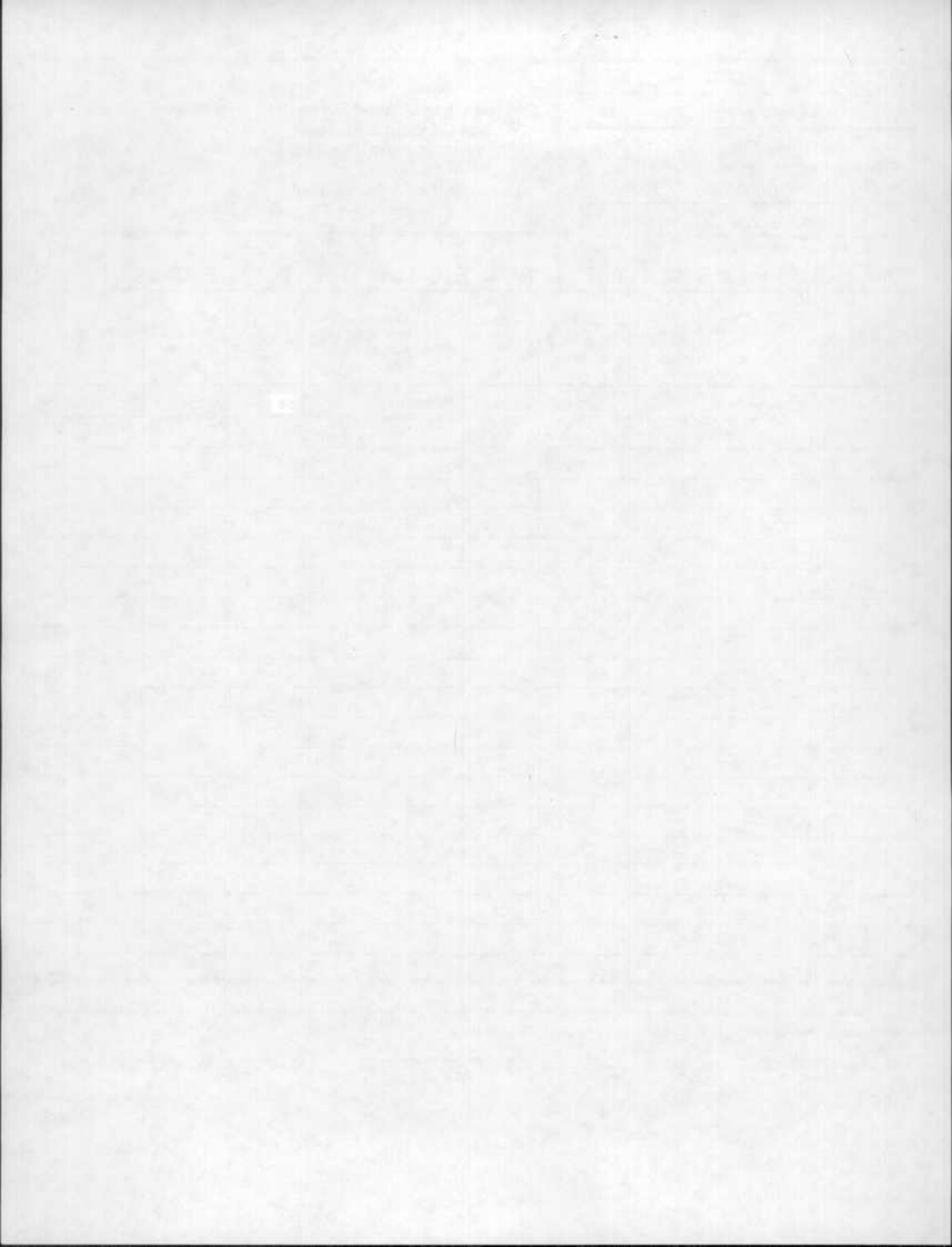
A. Agency 1. Maryland Department of the Environment		Accession No. 02W103	Date Rec'd 9-17-01
B. Division/Unit Fiscal Services Division		Location Range Section(s)	RM Code 31.10 No. of Cu. Ft.
C. Mailing Address 2500 Broening Highway Baltimore, MD 21224		63 13-14	58
D. Phone No. 410-631-3142		Records Center 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	
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57	EXPENSE REPORT VOUCHERS 390107 SALARY & TRAVEL ADVANCES GAD TRAVEL FORMS RECLASSES 0001 - 0259 RECLASSES 0560 - 0799 RECLASSES 0260 - 0559 FIXED ASSET FINAL DETAIL REPORT FIXED ASSET RECONCILIATIONS BLANK PERM REGESTER 390101 - 390110 12/97 - 6/98 TIME SHEETS PP 17-20 TIME SHEETS PP 25 - 2 (FY99) ETR's 390101 - 390110 12/97 - 6/98 JDLB0630 - JDLB1215 & CHECK LOG WITH BATCH REPORTS TIME SHEETS PP 13-16 TIME SHEETS PP 21-24 DT920295 - DT920431	FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98 FY98	1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008 1821A-2 JULY 1,2008
END OF FISCAL YEAR 1998			

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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland State Police		ACCESSION NO. 01W3 ✓	DATE REC'D 8-28-00
B. DIVISION/UNIT Office of Budget, Legislation and Fiscal Administration			RM CODE 34.01.08
C. MAILING ADDRESS 1201 Reisterstown Road Pikesville, MD 21208		LOCATION RANGE SECTION(S) 4 15	NO. OF CU. FT. 1
D. PHONE NO. (410) 653-4247		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Thomas L. Vondersmith, Jr.		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	Directive Project Files: All project Numbers are preceded by an "D". Project numbers are: 398, 411, 414, 421, 422, 424, 425, 427-430, 432-438, 440-448, 450-457, 459-466, 468, 469, 471, 472, 475, 475. <i>FY 1990</i>	971-02-A-6 971-02-A-5 02-03 destroy on 6-30-2005 7/05 7/2010

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00-35-8

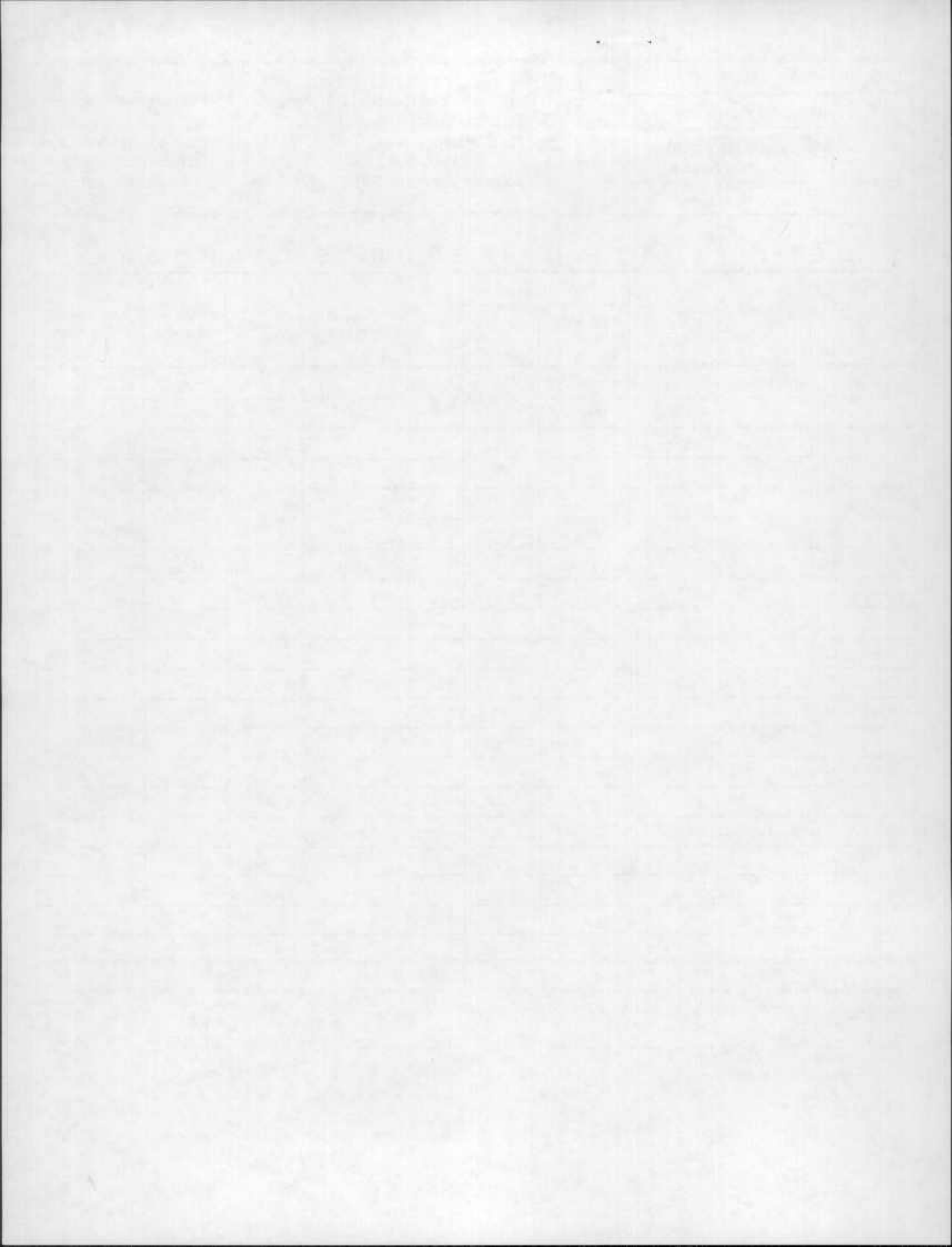
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DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

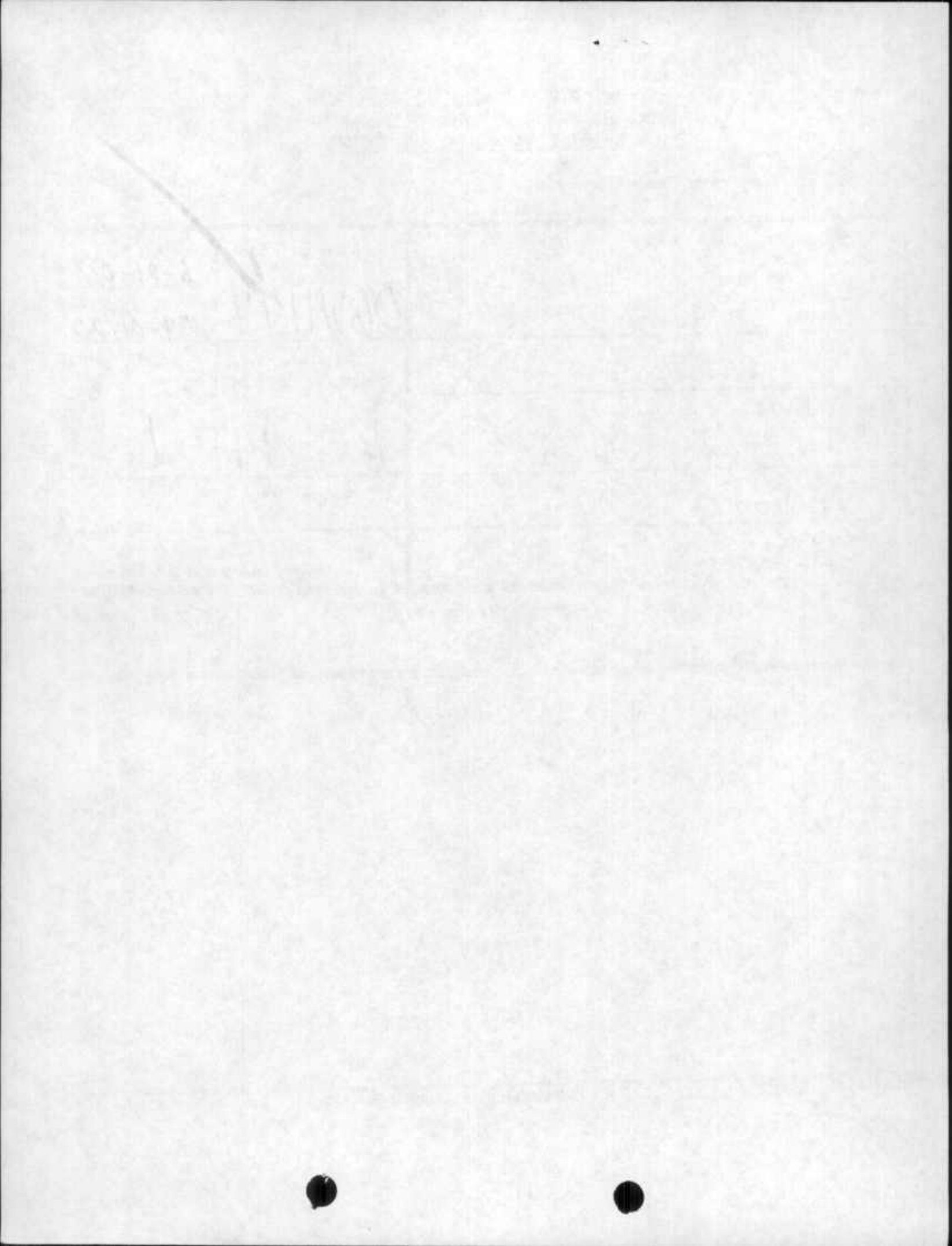
Directions: Please Type Or Print Clearly All Entries

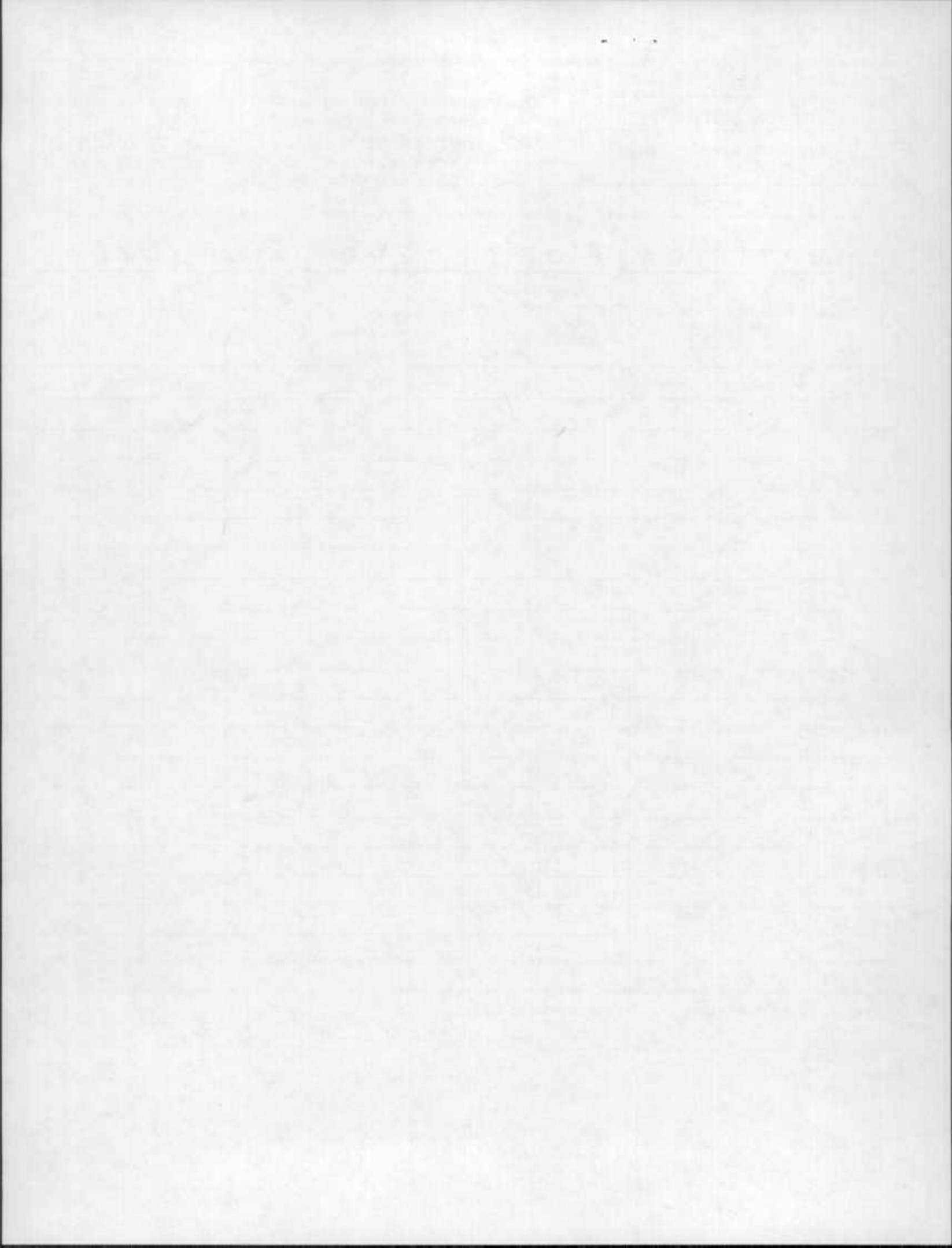
A. Agency 1. Maryland State Police		Accession No. <i>06W1147</i>	Date Rec'd <i>6-21-06</i>
B. Division/Unit Legal Counsel Section		Location Range Section(s) <i>6 14</i>	RM Code <i>34-01-20</i>
C. Mailing Address 1201 Reisterstown Road Pikesville, MD 21208			No. of Cu. Ft. <i>1</i>
D. Phone No. 410-653-4227		Records Center Manager	
E. Agency Official Jamie McGuirk-Cooney		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</i>	1990 Litigation File Mackle, John v. MSP MSP File # 03-90-16-L)	6/30/2010 <i>Schedule 2320 Item 1A 7/2010</i>	

DGS 550-5 (Rev. 12/88)

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

Figure 6





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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

34.03.01

A. AGENCY 1. Office of the State Fire Marshal		ACCESSION NO. 93W702	DATE REC'D 11-19-92
B. DIVISION/UNIT			RM CODE 23-02-02
C. MAILING ADDRESS 2 South Bond Street Bel Air, MD., 21014		LOCATION RANGE SECTION(S) 109 19	NO. OF CU. FT. 1
D. PHONE NO. 410-836-4844		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Allen L. Ward, Deputy Chief Fire Marshal		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	Fire Investigation Reports - Harford County 1-3-85 to 6-30-85	June 2005 \$ 1805 #957A1 #8 7/10

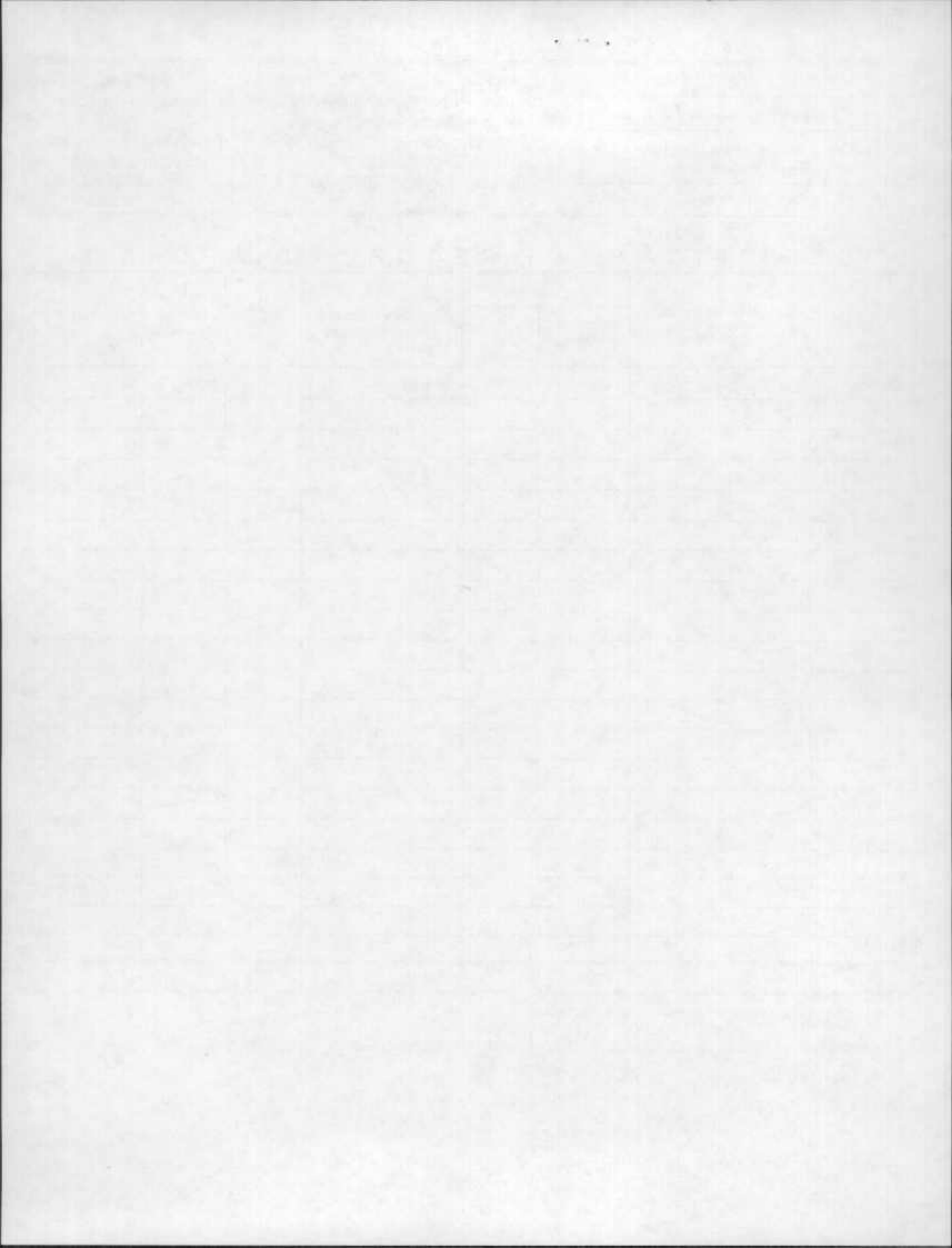
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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1 Office of the State Fire Marshal 41.01.02		ACCESSION NO. 00W1094	DATE REC'D 4-4-00
B. DIVISION/UNIT Eastern Region		RANGE 140	RM CODE 34.03.02
C. MAILING ADDRESS 315 Aurora Park Drive, Unit 2 Easton, MD 21601		SECTION(S) 24	NO. OF CU. FT. 1
D. PHONE NO. 410-822-7609		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL George Kirhart, Deputy Chief Fire Marshal		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 (1 cu. ft.)	<p>Investigation Reports Eastern Region 7/1/84 - 6/30/85 FY 1985</p> <p>The investigation reports provide information about specific incidents, such as fires, explosions and burn injuries, including dates, times, names of victims, descriptions of properties, origins and causes of fires and explosions. Reports also contain statements of witnesses and suspects, photographs and miscellaneous information compiled by investigators during criminal investigations.</p>	<p>Schedule No. 957 1805 Item No. 8 Disposal Date July 2010 2010</p>

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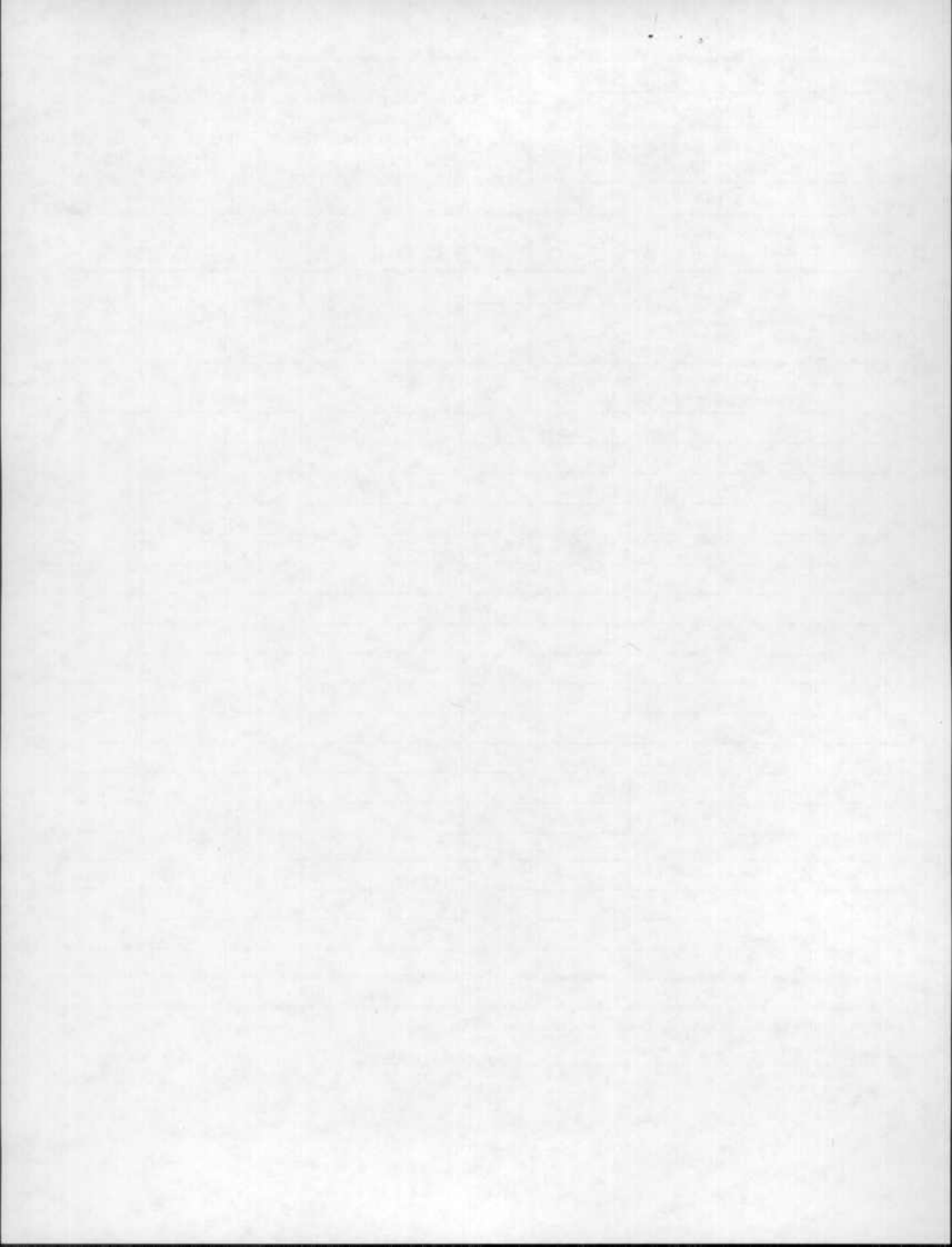
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RECORDS TRANSMITTAL AND RECEIPT

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

34.03.05 ✓

<p>A. AGENCY 35.13.00 DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES DSP</p>	<p>ACCESSION NO. 91W623</p>	<p>DATE REC'D 12-13-90</p>
<p>B. DIVISION/UNIT OFFICE OF THE STATE FIRE MARSHAL</p>	<p>FM CODE 23.02.04</p>	
<p>C. MAILING ADDRESS 3451 Court House Drive Ellicott City, MD 21043</p>	<p>LOCATION RANGE SECTION(S) 55 9</p>	<p>NO. OF CU. FT. 3</p>
<p>D. PHONE NO. (301) 461-0410</p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL John H. Farrell, Chief Deputy</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

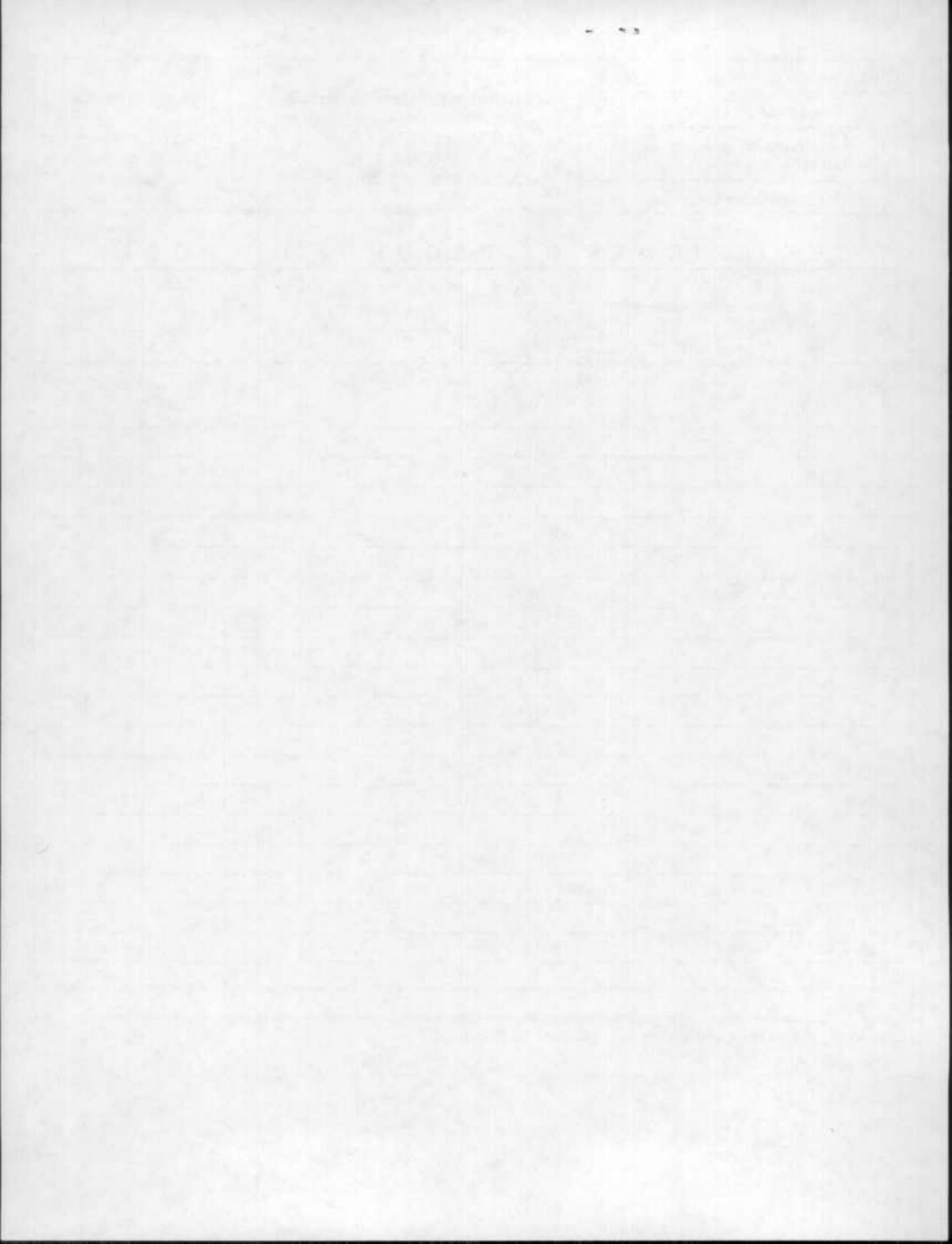
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 (1 cu. ft.)	Carroll County Fire Investigations - FY 1985 (06-85-001 thru 06-85-093)	SCH. #957-1805 ITEM #8 JULY 2005 7/2010
2 (1 cu. ft.)	Howard County Fire Investigations - FY 1985 (13-85-001 thru 13-85-064)	
3 (1 cu. ft.)	Howard County Fire Investigations - FY 1985 (13-85-064 thru 13-85-104) and Out-of-County Investigations - FY 1985	
	<p>The Fire Investigation Report provides information as to the date, time, name of victims, description of property involved in the fire, point of origin, and the apparent cause of the fire. Also, includes statements of witnesses and suspects involved in the incident, photographs of property involved, and miscellaneous information compiled by the fire investigator conducting the fire investigation.</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 - 410-799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

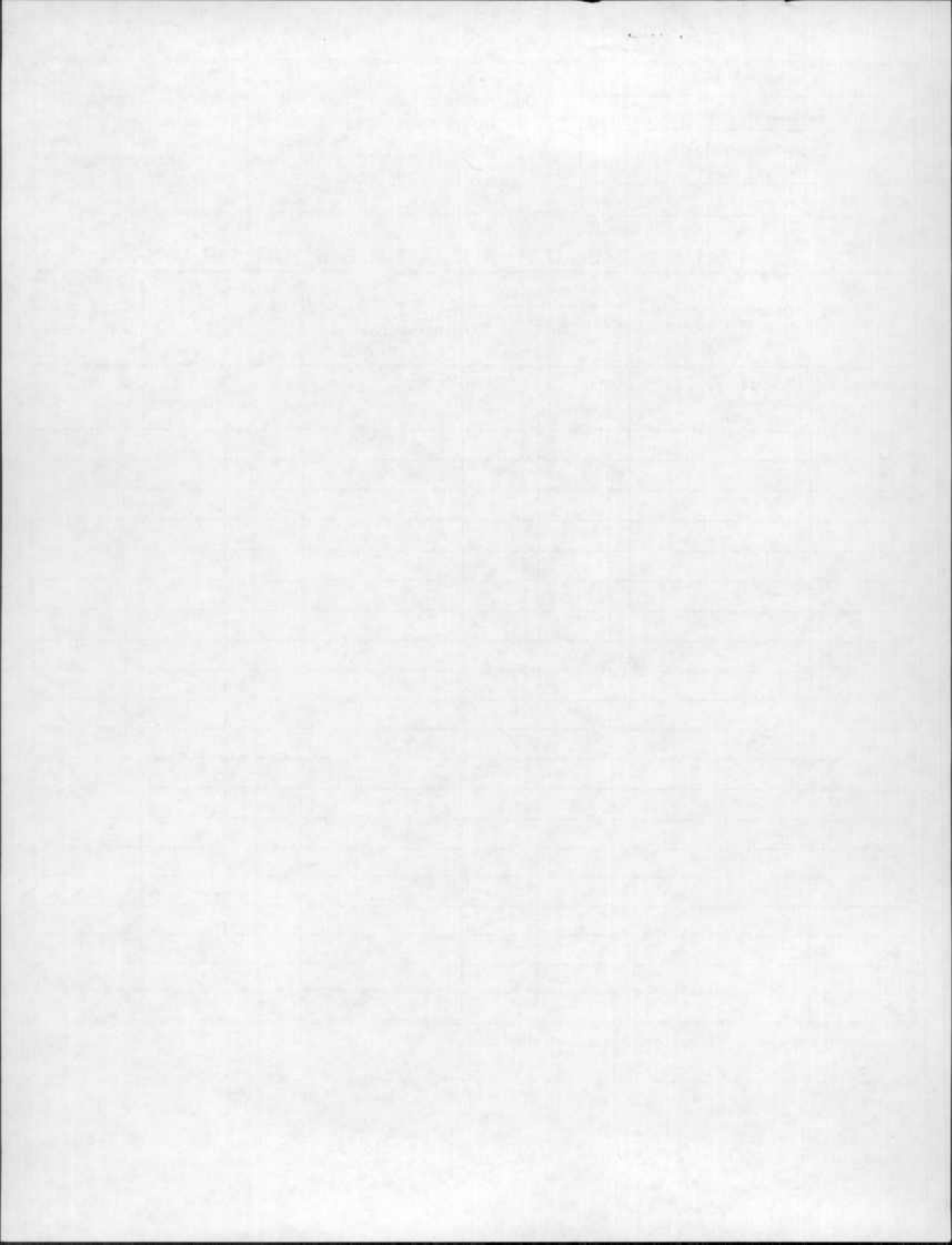
A. AGENCY 1. SENIOR EMPLOYMENT PROGRAM		ACCESSION NO. 02W1220	DATE REC'D. 6-17-02
B. DIVISION/UNIT MARYLAND DEPARTMENT OF AGING			RM CODE 35.03
C. MAILING ADDRESS 1007 State Office Building 301 West Preston Street Baltimore, Maryland 21201		LOCATION RANGE/SECTION(S) 54 18-19	NO. OF CU. FT. 11
D. PHONE NO. 410-767-1110		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL KAREN C. FIELDS		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
01	<u>Senior Information & Assistance</u> NSCERC Reports (Contains some SCSEP)	1239/01/ <i>sche.</i>
02	<u>Senior Employment & Training</u> SCSEP Mason - "W" 7/1995 - 6/1996	Item #1, 2, 3 1239/02/July 1, 2006
03	SCSEP M. Adams - D. Hupp 7/01/1996 - 6/30/1997	1239/03/July 1, 2007
04	SCSEP A. Johnson - F. Wilson 7/01/1996 - 6/30/1997	1239/04/July 1, 2007
05	SCSEP Abe - Frost 7/1996 - 6/1998 (2 years)	1239/05/July 1, 2008
06	SCSEP Gathwright -- Lefkowitz 7/1997 - 6/1998	1239/06/July 1, 2008
07	SCSEP Martin -- Sines 7/1996 - 6/1998 (2 years)	1239/07/July 1, 2008
08	SCSEP Smith -- Yost 7/1996 - 6/1998 (2 years)	1239/08/July 1, 2008
09	SCSEP I. Bell - D. Slaughter 7/01/1998 - 6/30/1999	1239/09/July 1, 2009
10	SCSEP Allen - Lemon 7/01/1999 - 6/30/2000	1239/10/July 1, 2010
11	SCSEP B. Lewis - S. Williams 7/01/1999 - 6/30/2000	1239/11/July 1, 2010

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Dept. of Aging		08W954	DATE REC'D. 4-17-08
B. DIVISION/UNIT Maryland Department of Aging Waiver Services / Fiscal			RM CODE 35.05
C. MAILING ADDRESS: 1007 State Office Building 301 West Preston Street, Ste 1007 Baltimore, Maryland 21201		RANGE: 4	SECTIONS 3
D. PHONE NO. 410-767-1266		NO. OF CU. FT. 5	
E. AGENCY OFFICIAL Casey Brown Fax # 410-333-7943			
2. BOX NUMBERS	3. Description of Records w/ Inclusive Dates	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	Waiver Billing Provider Communications and Adjustments 2003 FY 1. '03 Claims Adjustments A-F 2. '03 Claims Adjustments G-P 3. '03 Claims Adjustments R-Z 4. '03 misc. Claims Adjustments 5. '03 misc. provider communications and adjustments	COMAR 10.09.36.05(4) Medical Care Programs Retain for 6 yrs. Beginning 7/2004 Destroy 7/2010 Schedule 2314 Item 1 7/2010	

4-11-08

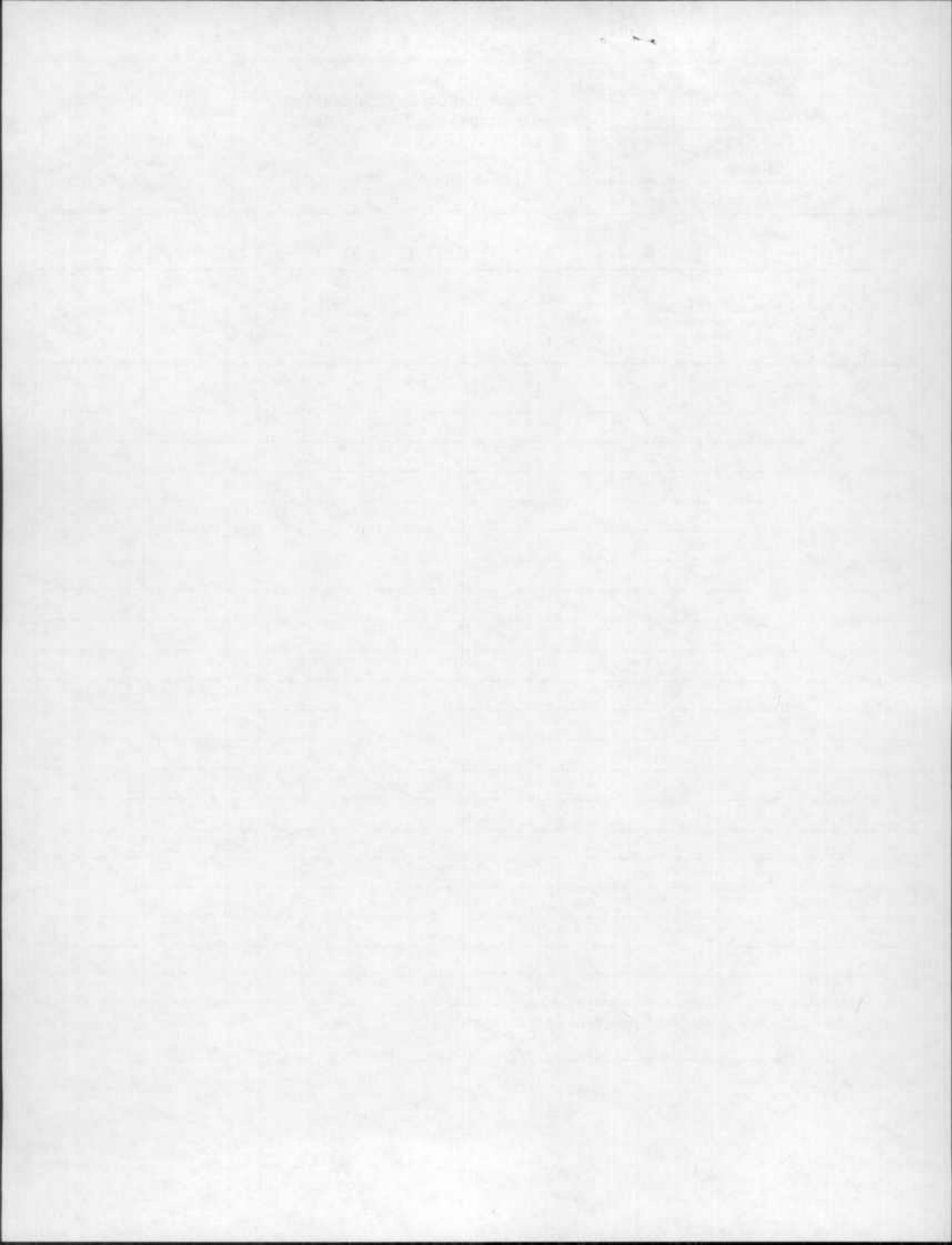
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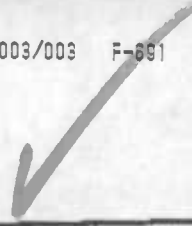


RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

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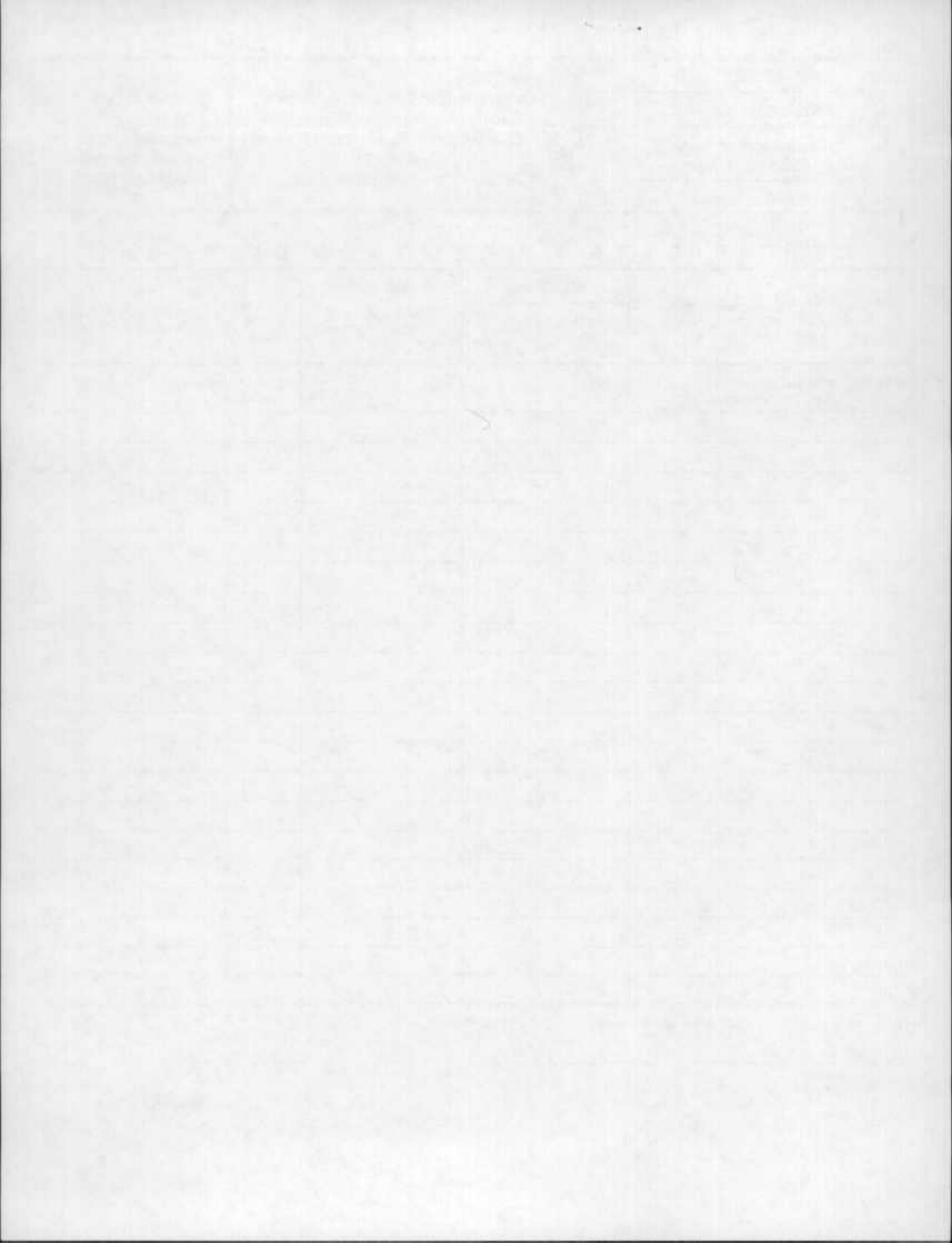
A. AGENCY 1. MDotA		08W261	DATE REC'D. 9/18/07
B. DIVISION/UNIT Maryland Department of Aging Fiscal			RM CODE 35-07
C. MAILING ADDRESS: 1007 State Office Building 301 West Preston Street Baltimore, Maryland 21201		Range: 14	Section: 32
D. PHONE NO. 410-767-1070		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL Carol Doda Fax # 410-333-7943			
2. BOX NUMBERS	3. Description of Records with Inclusive Dates	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	Budget and Fiscal Transmittals	SCH 1240	
	1. Transmittals 7/15/03 - 11/24/03	2-A.C	
	2. Transmittals 11/25/03 - 3/31/04	7/1/2010	
	3. Transmittals 4/1/04 - 6/30/04		
	4. Interagency payments and Journal Entries 7/1/03 - 6/30/04		

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY <i>Maryland Dept. of Aging</i>		DATE REC'D. <i>9/22/07</i>
B. DIVISION/UNIT <i>Maryland Department of Aging Executive</i>		RM CODE <i>35-06</i>
C. MAILING ADDRESS: <i>1007 State Office Building 301 West Preston Street Baltimore, Maryland 21201</i>		NO. OF CU. FT. <i>1</i>
D. PHONE NO. <i>410-767-1102</i>		
E. AGENCY OFFICIAL <i>Virginia Carter</i>		

08W396
Range: 6 Section: 16

2. BOX NUMBERS	3. Description of Records with inclusive dates	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1.	<i>Executive office outgoing correspondence from Secretary Jean W. Roesser</i> <i>2004 outgoing correspondence</i>	<i>Retain records for 3 years Schedule 1243 Beginning 6/2007 Destroy 7/2010 Hom 4</i>

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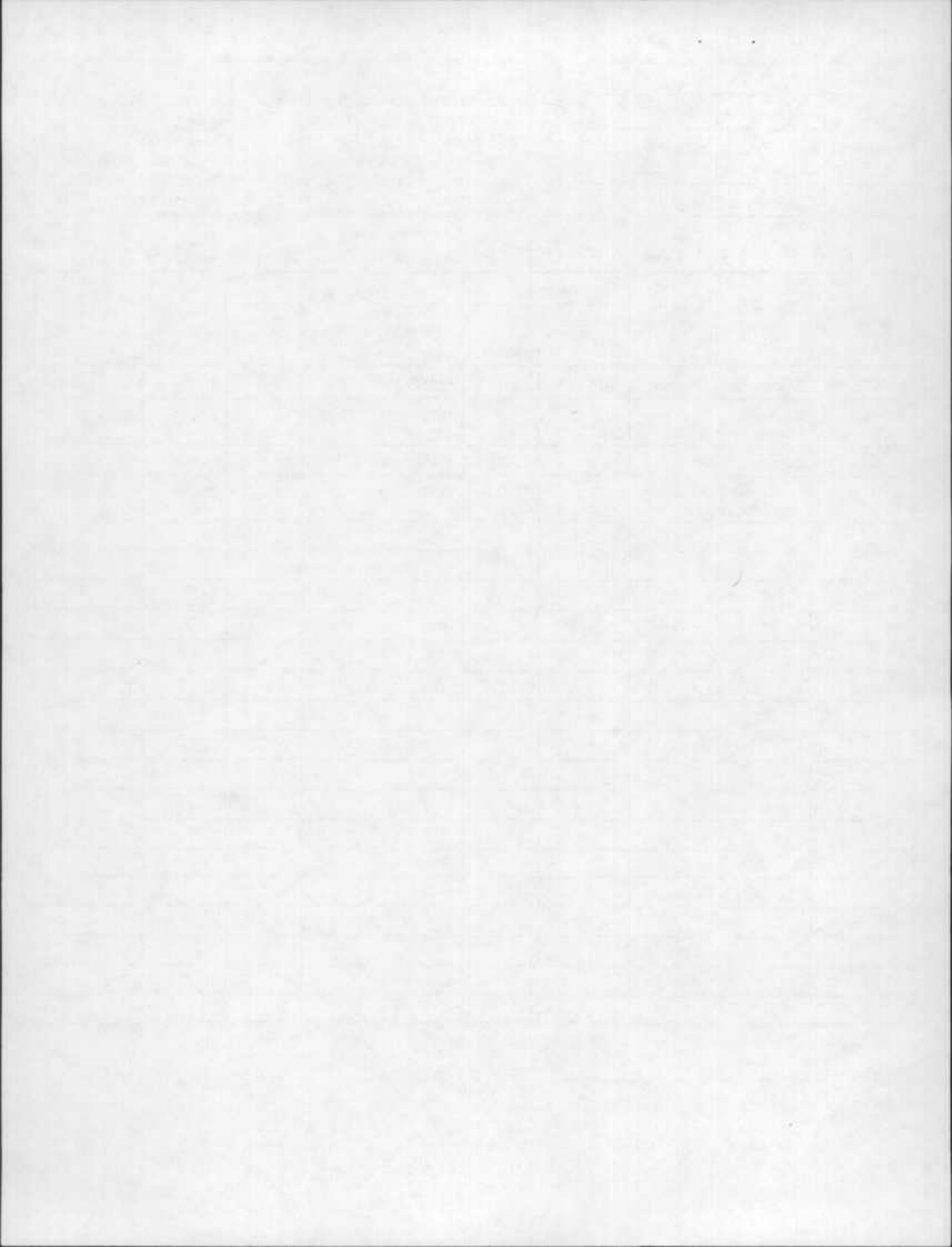
39.01	MHEC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Maryland Higher Education Commission State Scholarship Administration			
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.				
95W258	Student Award Records	1973	1.A.1	1992 - 1993	10	7/2010	RECYCLE
00W462	Senatorial Correspondence Files	1973	1.A.2	1990 - 1994	3	7/2010	RECYCLE
01W953	Correspondence	1973	1.A.2	1995 - 1999	19	7/2010	RECYCLE
02W1129	State Nursing Obligation Award Program	1973	1	1999 - 2000	2	7/2010	RECYCLE

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

<u>Charlie P. Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>December 30, 2010</u> Date
--------------------------------------	--	----------------------------------



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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO. 00W462	DATE REC'D 10-13-99
B. DIVISION/UNIT State Scholarship Administration		RM CODE 28.04 39.01
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 14 18	NO. OF CU. FT. 3
D. PHONE NO. (410) 974-5370	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gerrie Ohrmann	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
N 1. 2. 3.	Senatorial Correspondence Files 1990 - 94 Legislative Districts 06,07,09,10,11 11,12,13,21,22,23,24,25 26,27,28,29,41	Schedule 1973 Item #1 Disposal Date: 07/01/2010

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE-799-1879)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES



A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 01W953	DATE REC'D 5-23-01
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28-0439-01
C. MAILING ADDRESS 16 Francis Street Annapolis MD 21401		LOCATION RANGE SECTION(S) 30 10	NO. OF CU. FT. 19
D. PHONE NO. (410) 260-4506		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas		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
C	Correspondence (Barbara Fantom)	Schedule 1973
1.	1997-1998- Senatorial	Item # 1.A.2 Disposal date 7/1/2010
2.	1996-1997- Senatorial	" "
3.	1995-1996- Senatorial	" "
4.	7/98-5/99 General Correspondence	" "
5.	10/96-7/97 General Correspondence	" "
B	State Nursing Program through 1999	" "
1.	Service Obligations-Completed	" "
2.	Service Obligations-Completed	" "
3.	Service Obligations-Completed	" "
E	Applicant Rosters	" "
1.	1st Run 1998-1999 Districts 1-16	" "
2.	Districts 17-33	" "
3.	Districts 34-47	" "
4.	2nd Run 1998-1999 Districts 1-14	" "
5.	Districts 15-31	" "

CONFIDENTIAL - SECURITY INFORMATION



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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE-798-1979)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 01W953	DATE REC'D 5-22-01
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis MD 21401		LOCATION RANGE SECTION(S) 30 10	NO. OF CU. FT. 19
D. PHONE NO. (410) 260-4506		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas		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
E 14 6.	Applicant Rosters (continued) Districts 32-47	Schedule 1973 Disposal Date 7/1/2010
F 15 1.	Correspondence (SK) AY 1995-1997 Returned	" "
16 2.	1/96-12/96 General Correspondence	" "
17 3.	11/96-6/97 Correspondence by Date	" "
18 4.	8/98-12-98 Dist. 06-10,12, 31-27/Unique Majors 1995-1998	" "
19 5.	1/98-8/98 Districts 06-10, 12, 21-27	" "

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RESEARCH AND ANALYSIS CENTER

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RECORDS TRANSMITTAL AND RECEIPT

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



DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO.	DATE REC'D 5-28-02
B. DIVISION/UNIT State Scholarship Administration	02W1129	RM CODE 28.04 39.01
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 26 27	NO. OF CU. FT. 2
D. PHONE NO. (410) 260-4506	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas	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
K	State Nursing Obligation - Completed Award Program	Disposal Date
1	1999-2000	07-01-2010 Schedule 1973
2	1999-2000	Item 1

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