

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

83 - PRINCE FREDERICK BARRACK "U"

Division or Bureau

PREPARE IN DUPLICATE
 Retain one copy and forward
 original to above address.

Page 1 of 9

| No. | Description of Records Include Title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal | |
|-----|--|-------------------------------|-------------|--|--------------------------------|---------------------|-----------------------|--|
| | | Retention Sched. No. | Item No. | | | | | |
| 1 | Records Transmittal & Receipt (DGS 550-5) | 1209 | ADM 1-1* | 1980 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated | |
| 2 | Certificate of Record Disposal (DGS 550-2) | | ADM 1-2* | 2003 | | | | |
| 3 | 5-Year Report (DGS 550-6) | | ADM 1-3* | 2000 | | | | |
| 4 | General Orders - Inactive | | ADM 2* | 2003 | | | | |
| 5 | Special Orders - Inactive | | ADM 3-1* | 2003 | | | | |
| 6 | Memoranda - Inactive | | ADM 4-1* | 2003 | | | | |
| 7 | Status Reports | | ADM 5 | 2000 | | | | |
| 8 | Energy Conservation | | ADM 7 | 2003 | | | | |
| 9 | Statistical Surveys/Reports | | ADM 8 | 2000 | | | | |
| 10 | Daily Barrack/Radio Logs | | ADM 9 | 2003 | | | | |
| 11 | MILES Message Log | | ADM 10-2 | 2002 | | | | |
| 12 | Staff Inspections | | ADM 11 | 2003 | | | | |
| 13 | Command Meeting Minutes | | ADM 12 | 2002 | | | | |
| 14 | Local Meeting Minutes | | ADM 12-1 | 2002 | | | | |
| 15 | General Agency Correspondence | | ADM 14 | 2002 | | | | |

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

H. Rich

Lieutenant H. R. Rich

Signature

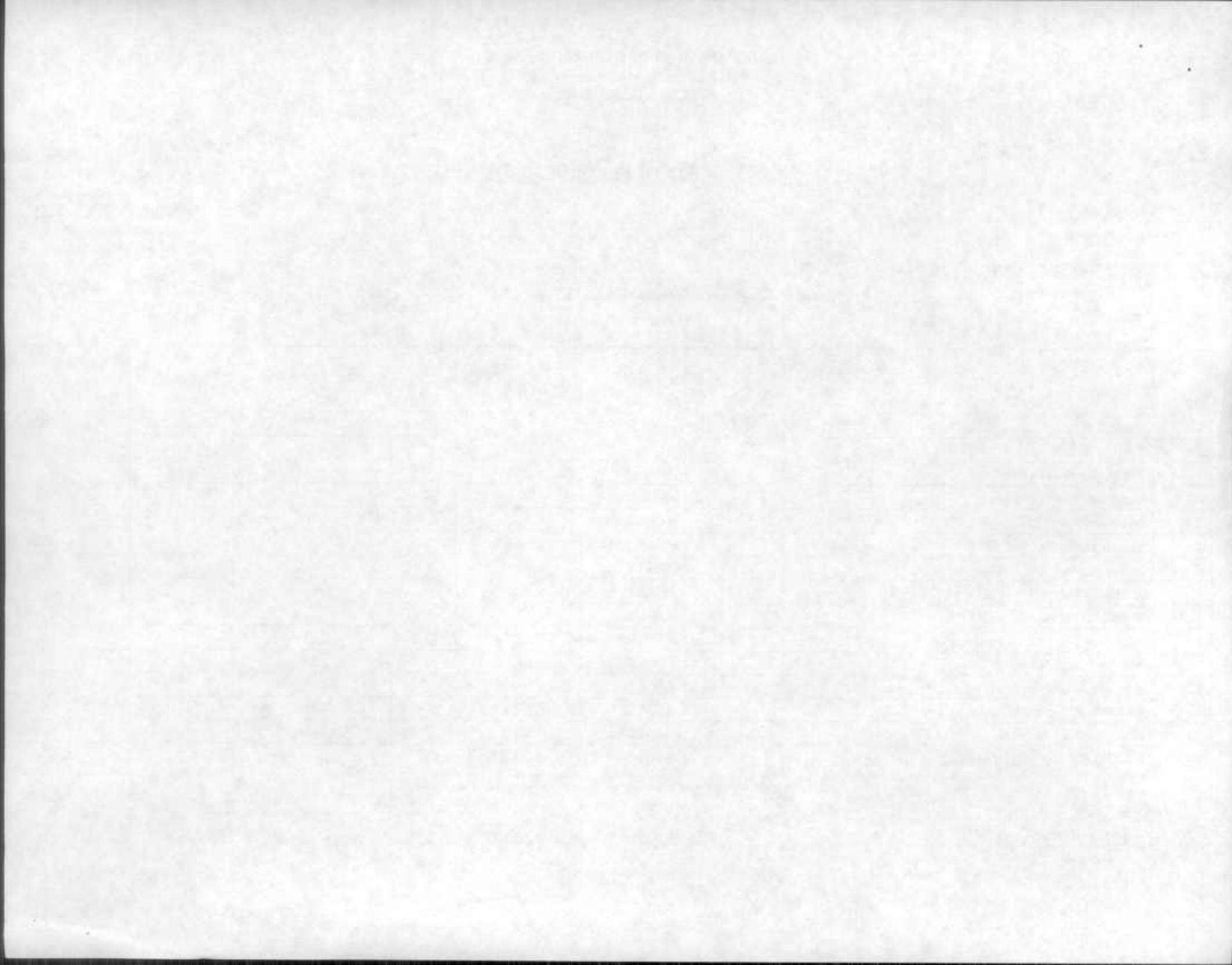
Lieutenant/Barrack Commander

Title

02/13/2006

Date

DGS 550-2



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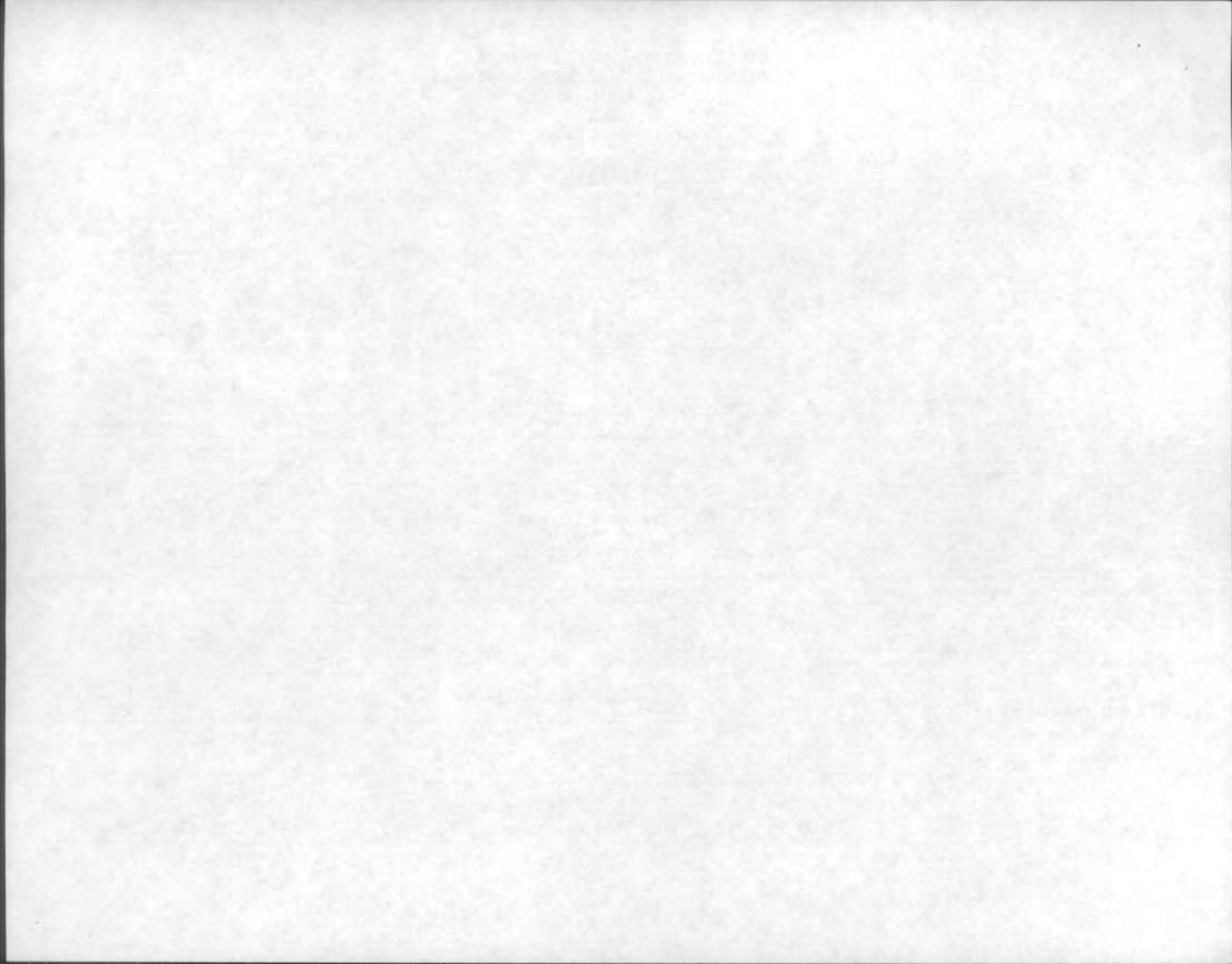
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|-----|--|-------------------------------|-------------|--|--------------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 16 | MILES/NCIC Audit Reports | 1209 | ADM 15 | 2001 to 2003 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 17 | MILES/NCIC Validations | | ADM15-1 | 2004 | | | |
| 18 | NCIC Training Correspondence | | ADM 15-2 | 2003 | | | |
| 19 | MILES/NCIC/CJIS Surveys | | ADM 15-3 | 2003 | | | |
| 20 | Emergency Generator Inspection | | ADM 16-1 | 2004 | | | |
| 21 | Trooper Activity Reports | | PER 1 | 2004 | | | |
| 22 | Activity Summaries | | PER 1-1* | 2003 | | | |
| 23 | Employee Work & Leave Reports | | PER 2* | 2004 | | | |
| 24 | Employee Payroll Authorization Summary | | PER 2-1* | 2004 | | | |
| 25 | Leave & Duty Schedules | | PER 3 | 2004 | | | |
| 26 | Overtime/Compensatory Time Authorization Record | | PER 4 | 2002 | | | |
| 27 | Performance Evaluations (161) | | PER 5-1 | 2000 | | | |
| 28 | Lost/Damaged Equipment (195) | | PER 5-2 | 2001 | | | |
| 29 | Request for Secondary Employment | | PER 5-9 | 2002 | | | |
| 30 | Donation of Sick Leave (201) | | PER 5-10* | 2004 | | | |

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 Lieutenant H. R. Rich
 Signature

 Lieutenant/Barrack Commander
 Title

02/13/2006
 Date



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Authorization
for Disposal

| No. | Description of Records Include Title and/or Form Number | Retention Sched. No. | Item No. | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------|-------------|--|--------------------------------|---------------------|-----------------------|
| 31 | Request for Training (9) | 1209 | PER 5-12* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 32 | Inspection Report (152) | | PER 5-15 | 2004 | | | |
| 33 | Personnel Counseling (165) | | PER 5-16* | 2002 | | | |
| 34 | Job Observation Records (164/164A) | | PER 5-51 | 2002 | | | |
| 35 | Donation of Sick Leave (201) | | PER 6-3* | 2004 | | | |
| 36 | Personnel Counseling Form (165) | | PER 6-6* | 2002 | | | |
| 37 | Request for Secondary Employment (168) | | PER 6-9 | 2002 | | | |
| 38 | Bilingual Pay Request (220) | | PER 7* | 2002 | | | |
| 39 | Off-Duty Use Log (49) | | PER 8 | 2004 | | | |
| 40 | Off Duty Use Monthly Summary (49A) | | PER 8-1* | 2000 | | | |
| 41 | Monthly Summary/To & From Asgnmnt AIRS Data (Fm 29B) | | PER 8-2* | 2000 | | | |
| 42 | Request fo Fill Vacancy | | PER 11-4* | 2002 | | | |
| 43 | Working Fund | | FIS 1* | 2004 | | | |
| 44 | Invoices Forwarded for Payment | | FIS2* | 2004 | | | |
| 45 | Budget Requests Authorized | | FIS 3* | 2000 | | | |

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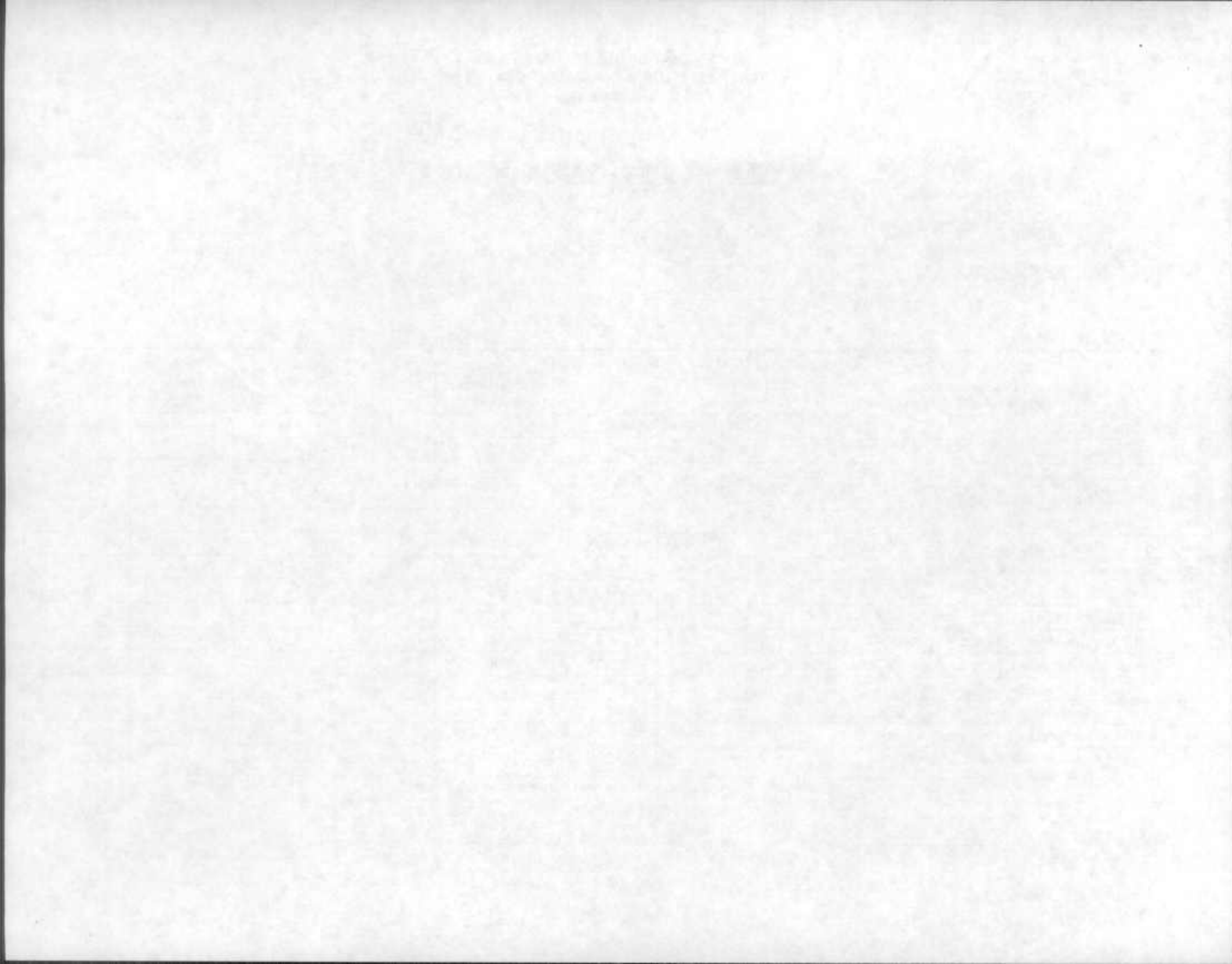


Lieutenant H. R. Rich
Signature

Lieutenant/Barrack Commander
Title

02/13/2006
Date

DGS 550-2



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|-----|--|-------------------------------|-------------|--|--------------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 46 | Capital Equipment Inventory & Improvements | 1209 | FIS 3-1* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 47 | Ordnance Equipment Inventory | | FIS 3-3* | 2002 | | | |
| 48 | Tactical Equipment Inventory | | FIS 3-4* | 2002 | | | |
| 49 | Cost Analysis Worksheet (138) | | FIS 3-5 | 2004 | | | |
| 50 | Audit Report | | FIS 4* | 2002 | | | |
| 51 | Contracts | | FIS 5-0 | 2002 | | | |
| 52 | Check Accountability Log | | FIS 6-0 | 2002 | | | |
| 53 | Check Accountability Form | | FIS 6-1* | 2004 | | | |
| 54 | Reimbursable Overtime Projects | | FIS 7-0 | 2004 | | | |
| 55 | Motor Vehicle Administration | | OPS 1* | 2004 | | | |
| 56 | Applicant Investigations | | OPS 2* | 2002 | | | |
| 57 | Warrants (closed) | | OPS 3-1 | 2004 | | | |
| 58 | Warrant Case Assignment Log | | OPS 3-2 | 2000 | | | |
| 59 | Correctional Officers Log | | OPS 4 | 2002 | | | |
| 60 | Special Police Commission Log | | OPS 5 | 2002 | | | |

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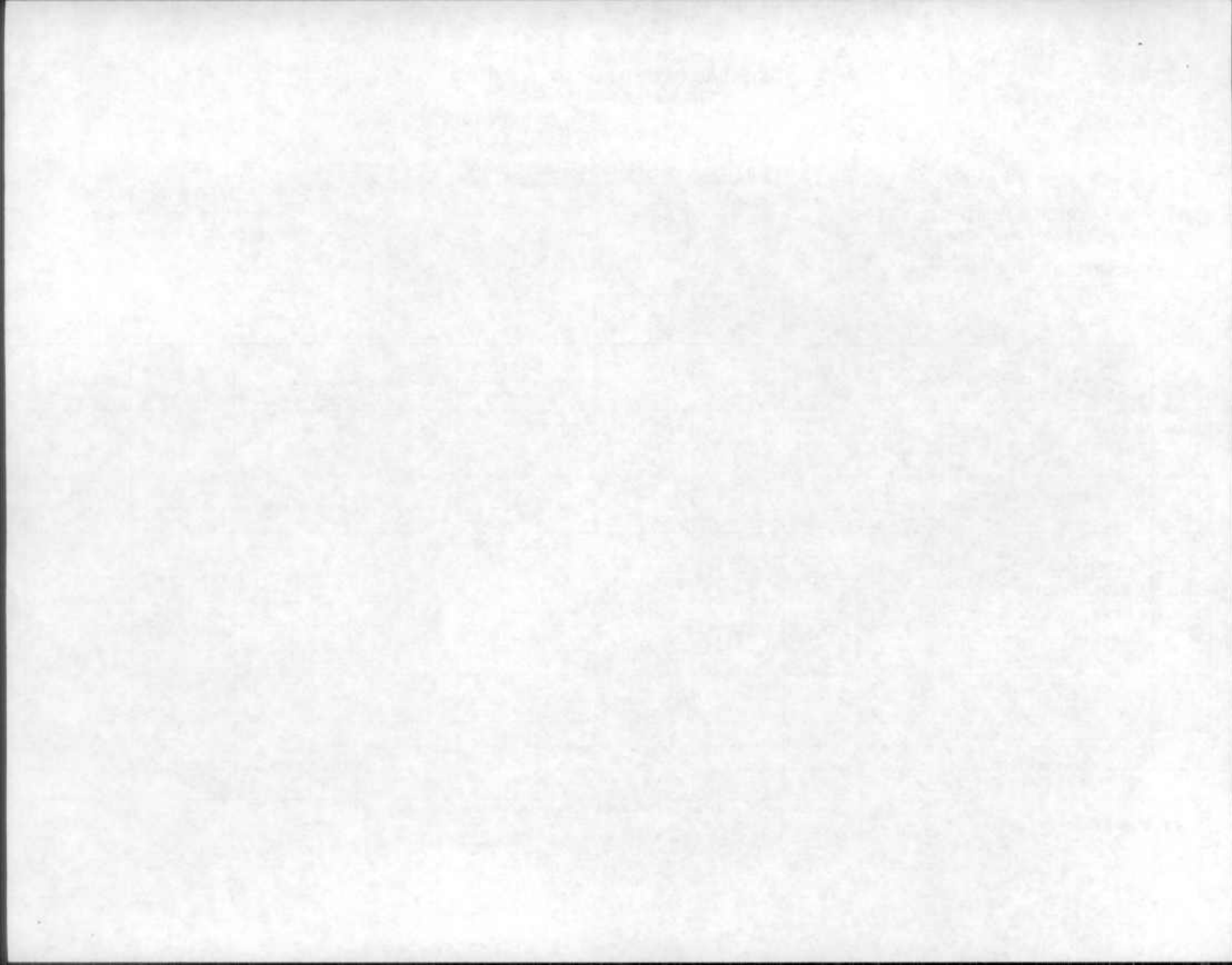
DGS 550-2



Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
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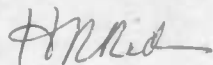
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|-----|--|-------------------------------|-------------|--|--------------------------------|---------------------|-----------------------|--|
| | | Retention Sched. No. | Item No. | | | | | |
| 61 | Special Police Commission Investigation File | 1209 | OPS 5-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated | |
| 62 | Private Detective Log | | OPS 6 | 2002 | | | | |
| 63 | Private Investigators File | | OPS 6-1 | 2002 | | | | |
| 64 | Guard Clearance Log | | OPS 6-2 | 2002 | | | | |
| 65 | All Other Applicant Investigations Log | | OPS 7 | 2002 | | | | |
| 66 | Aeronautics Log | | OPS 8 | 2002 | | | | |
| 67 | Firearms Dealers Log | | OPS 9 | 2002 | | | | |
| 68 | Application to Purchase or Transfer Pistol/Revolvers | | OPS 10 | 2004 | | | | |
| 69 | Application to Purchase or Transfer Pistol/Revolvers Log | | OPS 10-1 | 2000 | | | | |
| 70 | Handgun Permit Log | | OPS 11 | 2002 | | | | |
| 71 | Handgun Permit Application Investigation Form | | OPS 11-4 | 2004 | | | | |
| 72 | Firearms Report | | OPS 12 | 2004 | | | | |
| 73 | Detention Log | | OPS 13 | 2002 | | | | |
| 74 | Criminal and/or Other Summons | | OPS 15 | 2000 | | | | |
| 75 | Criminal and/or Other Summons Log | | OPS 15-1 | 2000 | | | | |

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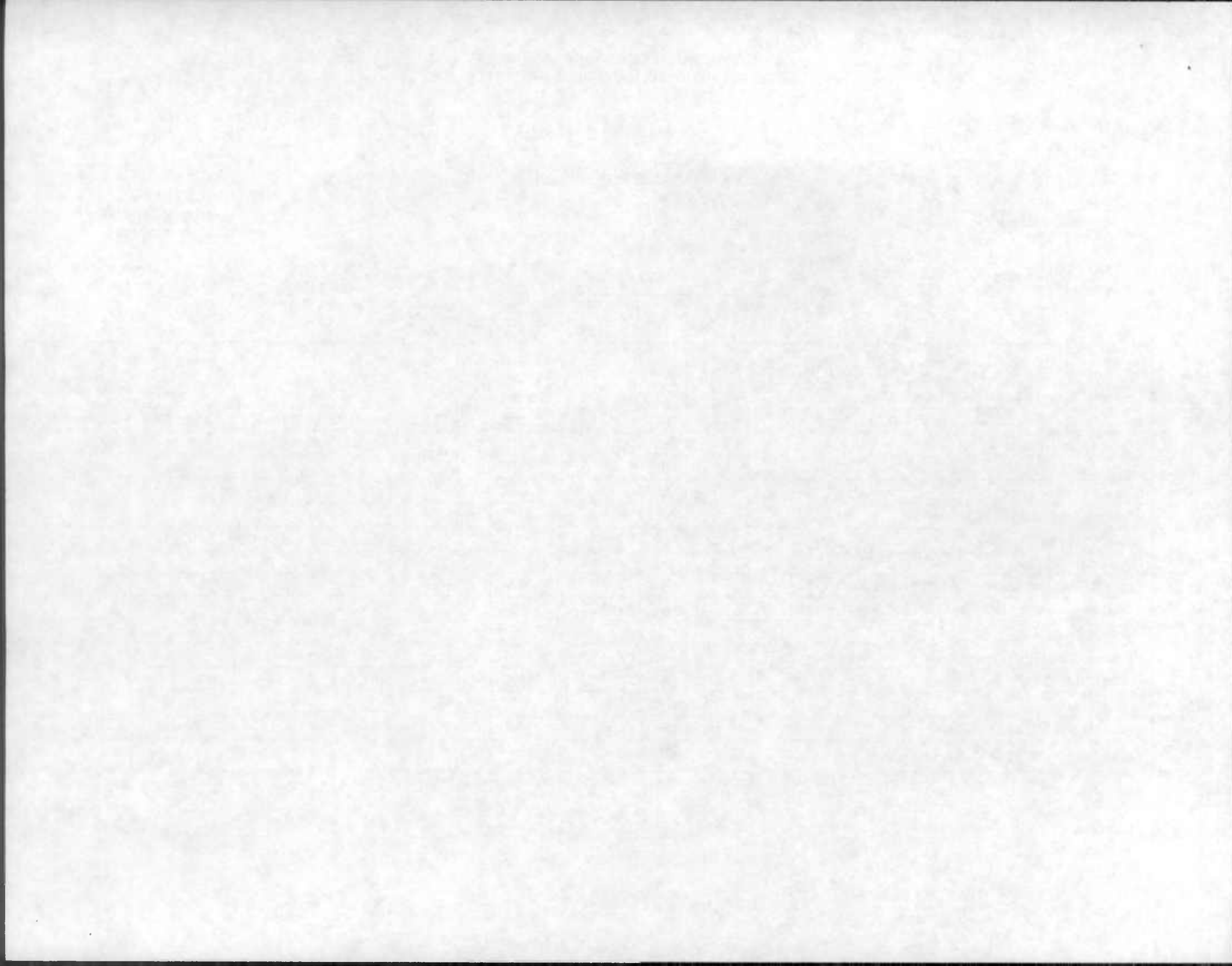


Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
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| | | Retention Sched. No. | Item No. | | | | |
| 76 | Criminal and/or other Summons -- Closed | 1209 | OPS 15-2 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 77 | MSP Court Notification Log | | OPS 15-3 | 2004 | | | |
| 78 | Secondhand Precious Metals & Gems Dealers Licenses | | OPS 19 | 2004 | | | |
| 79 | Criminal Investigator Caseload Ledger | | OPS 21-1 | 2002 | | | |
| 80 | Incident Reports - Closed | | OPS 23 | 2002 | | | |
| 81 | Crime Prevention Reports | | OPS 23-1 | 2002 | | | |
| 82 | Vehicle Inspection Program Reports | | OPS 23-3 | 2002 | | | |
| 83 | Consent to Search & Seize (no contraband seized) | | OPS 24-4 | 2004 | | | |
| 84 | Missing Person Report (closed) | | OPS 25-1 | 2002 | | | |
| 85 | Vehicle Reports (Closed) | | OPS 26-1 | 2002 | | | |
| 86 | Abandoned Motor Vehicle (Closed) | | OPS 26-3 | 2002 | | | |
| 87 | Motor Vehicle Inventory Log | | OPS 27 | 2002 | | | |
| 88 | Tow Truck Service Application (Closed) | | OPS 28-1 | 2002 | | | |
| 89 | Towing Request Distribution Forms (Form 189) | | OPS 28-2 | 2004 | | | |
| 90 | Accident Reports | | OPS 35 | 2002 | | | |

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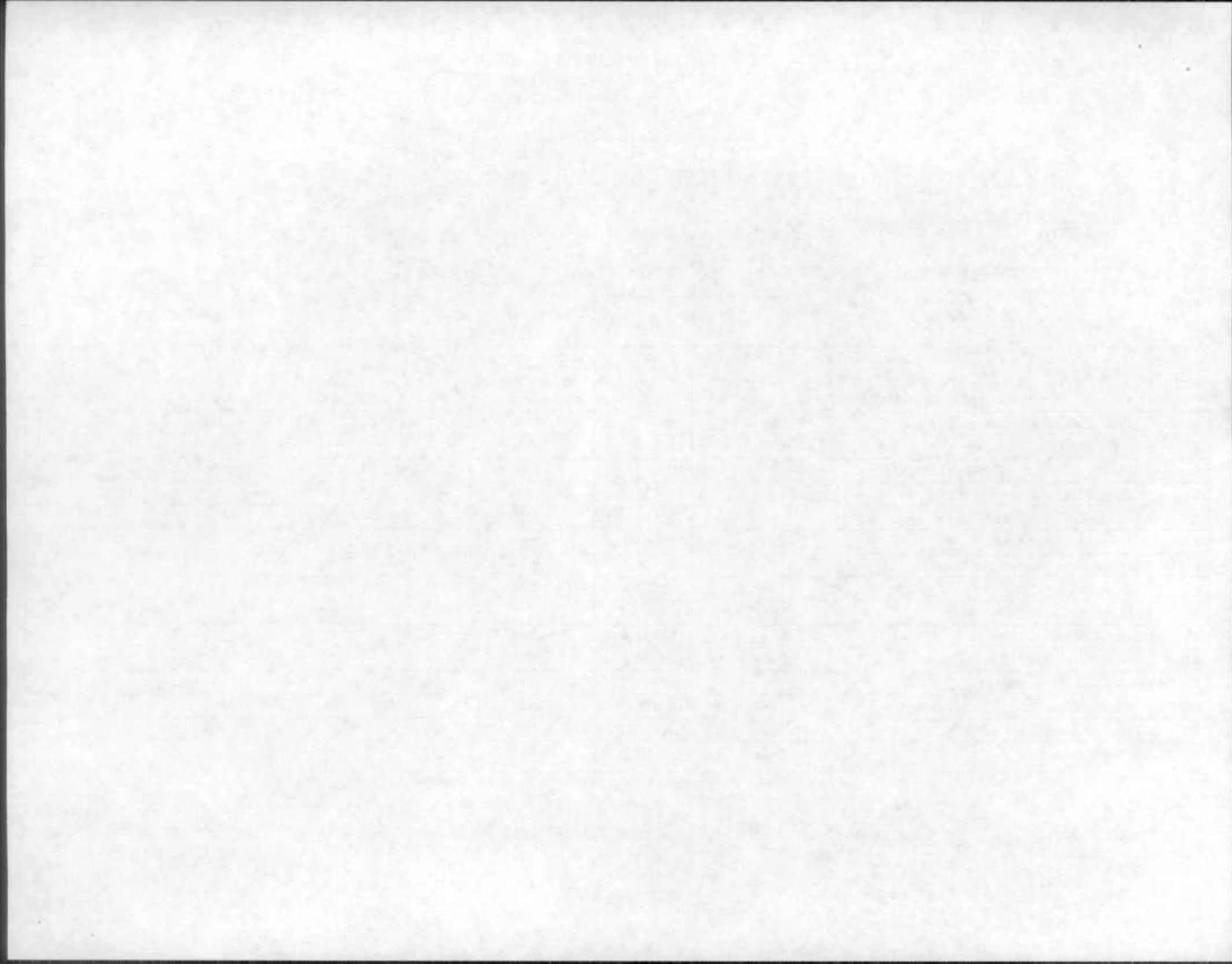


Lieutenant H. R. Rich
 Signature

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| | | Retention Sched. No. | Item No. | | | | |
| 91 | Detailed Crash Investigation Reports | 1209 | OPS 35-1 | 2000 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 92 | Citation Book Issuance Control Ledger | | OPS 36 | 2002 | | | |
| 93 | Vehicle pursuit Review (114) | | OPS 37-3 | 2002 | | | |
| 94 | Disabled Vehicle Daily Log Sheet | | OPS 38 | 2002 | | | |
| 95 | Driving While Intoxicated Cases - Closed | | OPS 41-1 | 2004 | | | |
| 96 | Alcohol Influence Summary | | OPS 41-2 | 2004 | | | |
| 97 | Breath Testing Instrument Report | | OPS 41-3 | 2002 | | | |
| 98 | Alcohol Testing Program Log | | OPS 41-7 | 2002 | | | |
| 99 | Alcohol Influence Yearly Summary | | OPS 41-10 | 2002 | | | |
| 100 | Preliminary Breath Test Log | | OPS 41-11 | 2002 | | | |
| 101 | DR-15A Book Issuance Control Ledger | | OPS 41-13 | 2002 | | | |
| 102 | DR-15A - Allied Law Enforcement Agencies | | OPS 41-14 | 2004 | | | |
| 103 | Criminal Arrest Juvenile Detention Log | | OPS 53 | 2002 | | | |
| 104 | Semi-Annual Report on Juveniles | | OPS 53-1 | 2002 | | | |
| 105 | Monthly UCR Reports | | OPS 55 | 2004 | | | |

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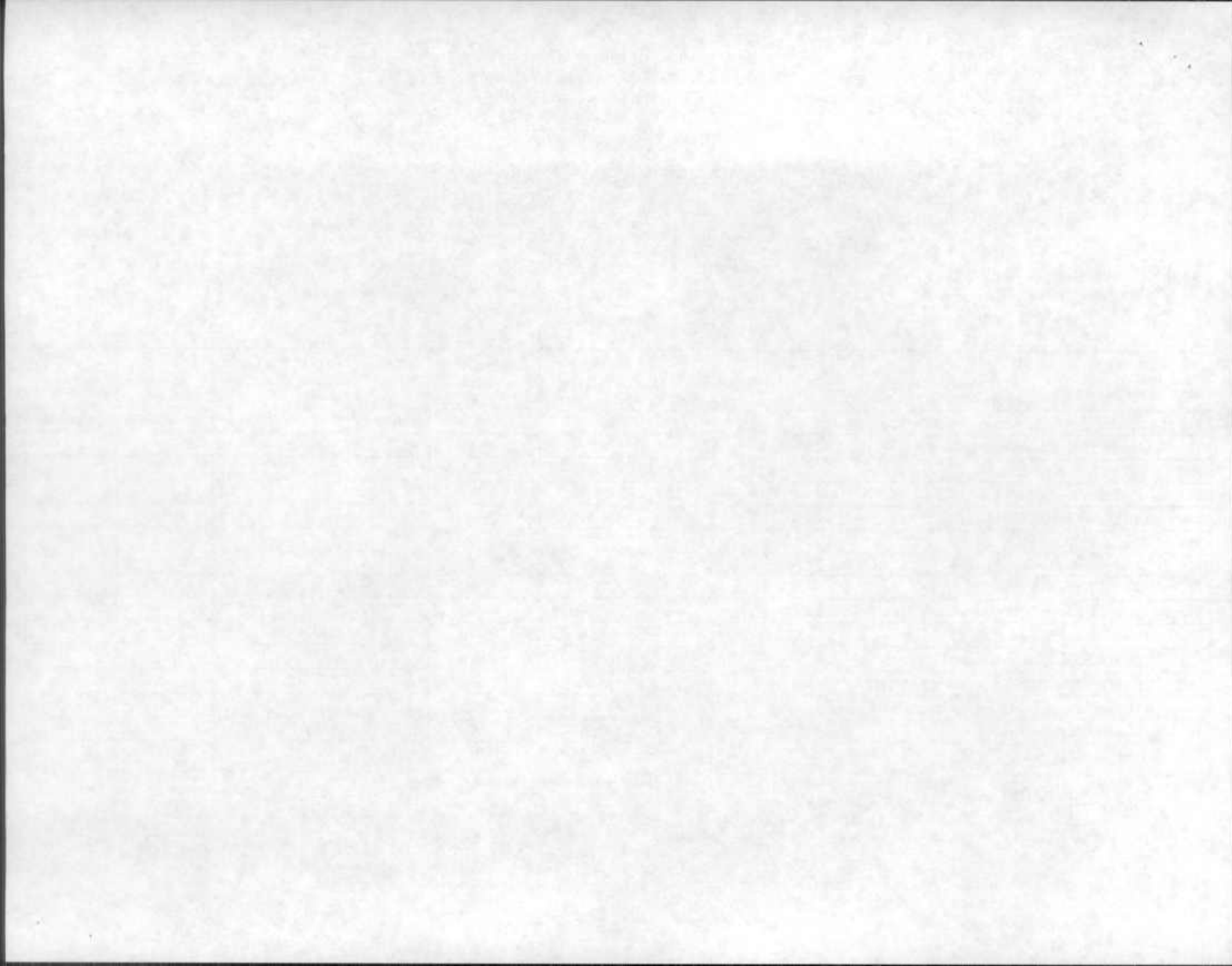


Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
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02/13/2006
 Date

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| | | Retention Sched. No. | Item No. | | | | |
| 106 | Property Records (Closed) | 1209 | OPS 56-1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2006 | Incinerated |
| 107 | Property Record Control Log | | OPS 56-2 | 2000 | | | |
| 108 | MSP Installation Property Log | | OPS 56-3 | 2000 | | | |
| 109 | Alarm Log | | OPS 66 | 2001 | | | |
| 110 | Burglar & Telephone Alarm Correspondence | | OPS 66-1 | 2001 | | | |
| 111 | Alarm Record | | OPS 66-2 | 2004 | | | |
| 112 | K-9 Activities | | OPS 68 | 2004 | | | |
| 113 | K-9 Activity Summary (Form 40) | | OPS 68-1 | 2004 | | | |
| 114 | K-9 Handlers Daily Activity Report (Form 41) | | OPS 68-2 | 2004 | | | |
| 115 | Audio/Visual Recording (83) | | OPS 69 | 2000 | | | |
| 116 | Child Passenger Safety Seat Loaner Program | | OPS 70 | 2001 | | | |
| 117 | Commander's Monthly Review of Traffic & Search Reports (Form 226) | | OPS 87 | | | | |
| 118 | Grants | | OPS 88 | | | | |
| 119 | Federal Agencies | | LIA 1* | 2002 | | | |
| 120 | State Courts | | LIA 2* | 2002 | | | |

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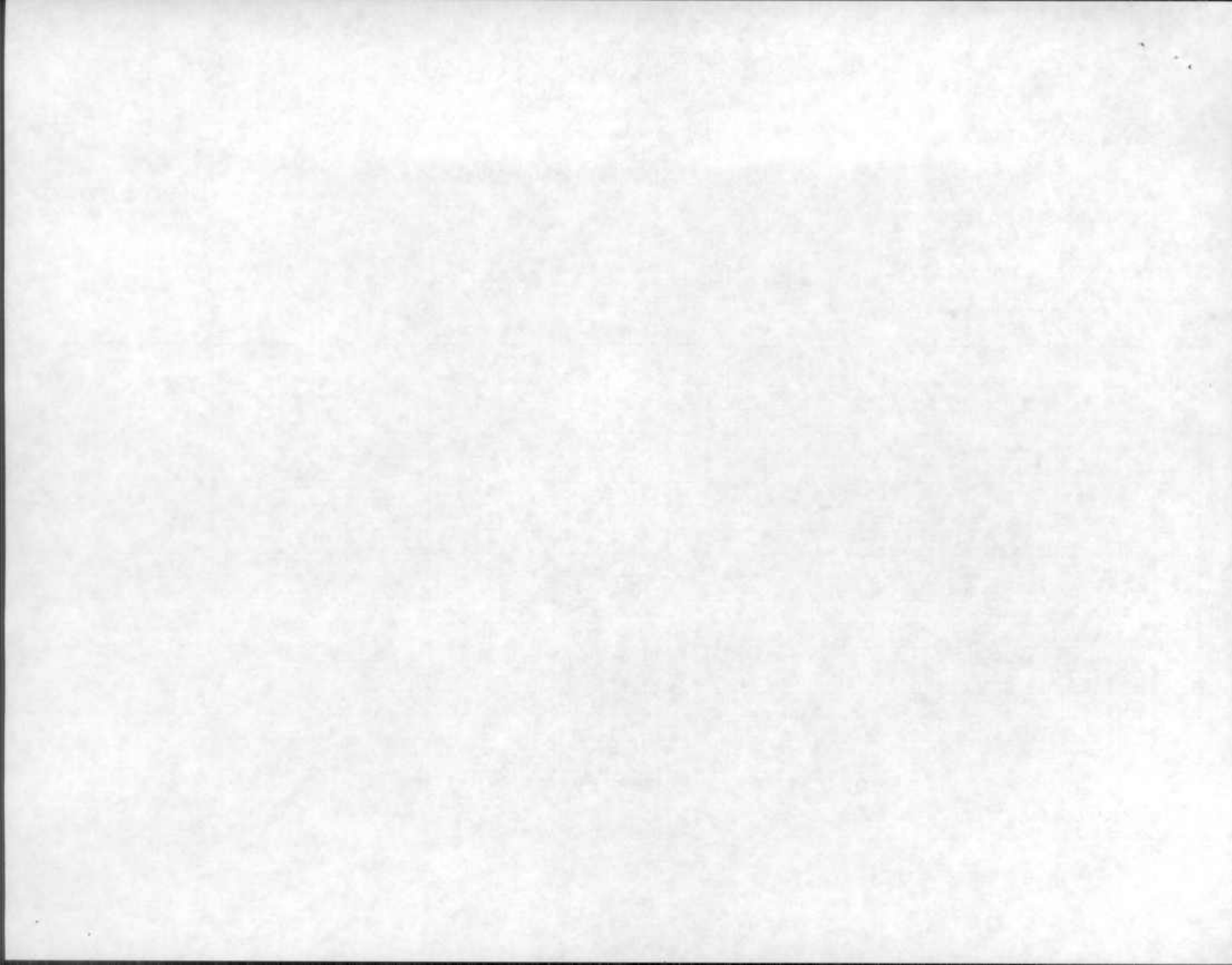


Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

02/13/2006
 Date

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| | | Retention Sched. No. | Item No. | | | | |
| 121 | Municipal Courts | 1209 | LIA 3* | 2002 | Total: 27.c.f. | January, 2006 | Incinerated |
| 122 | County Governments | | LIA 4* | 2002 | | | |
| 123 | Requisition Log | | LIA 5* | 2003 | | | |
| 124 | Motor Vehicle Operation Reports | | SUP 3-1 | 2004 | | | |
| 125 | Tactical Supplies Inventory - Non-Capital Equipment | | SUP 5* | 2002 | | | |
| 126 | Organizations | | PR 1* | 2002 | | | |
| 127 | Press Releases (local/HQ) | | PR 2 | 2004 | | | |
| 128 | Public Inquiries & Requests | | PR 4* | 2002 | | | |
| 129 | Academies & Special Courses | | TNG 1 | 2004 | | | |
| 130 | College Programs (on campus) | | TNG 2 | 2004 | | | |
| 131 | Tactical Training | | TNG 4* | 2002 | | | |
| 132 | Ad-Hoc Recommendations | | TNG 5* | 2004 | | | |
| 133 | Medical Status/Medication Report | | MED 2* | 2002 | | | |
| 134 | Duty-Related Illness/Injury | | MED 3* | 2002 | | | |
| | *Non-record copy | | | | | | |

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Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

02/13/2006
 Date

FEB 12 — 2016

RECORDS MANAGEMENT
DIVISION

| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
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CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 1 | Certificate of Records Disposal | 1209 | ADM 1-2 | 2004 | .5 | 01/26/06 | Shredded |
| 2 | Status Reports | 1209 | ADM 5 | 2000 | .5 | 01/26/06 | Shredded |
| 3 | Statistical Surveys | 1209 | ADM 8 | 2000 | .5 | 01/26/06 | Shredded |
| 4 | Daily Radio & Barrack Logs | 1209 | ADM 9 | 2002 | .5 | 01/26/06 | Shredded |
| 5 | MILES Message Log | 1209 | ADM 10-2 | 2002 | .5 | 01/26/06 | Shredded |
| 6 | Staff Inspections | 1209 | ADM 11 | 2003 | .5 | 01/26/06 | Shredded |
| 7 | Command Meeting Minutes | 1209 | ADM 12 | 2002 | .5 | 01/26/06 | Shredded |
| 8 | Local Meeting Minutes | 1209 | ADM 12-1 | 2002 | .5 | 01/26/06 | Shredded |
| 9 | General Agency Correspondence | 1209 | ADM 14 | 2002 | .5 | 01/26/06 | Shredded |
| 10 | Employee Work & Leave Reports | 1209 | PER 2 | 2004 | .5 | 01/26/06 | Shredded |
| 11 | Employee Payroll Auth. Summary | 1209 | PER 2-1 | 2004 | .5 | 01/26/06 | Shredded |
| 12 | Leave & Duty Schedules | 1209 | PER 3 | 2004 | .5 | 01/26/06 | Shredded |



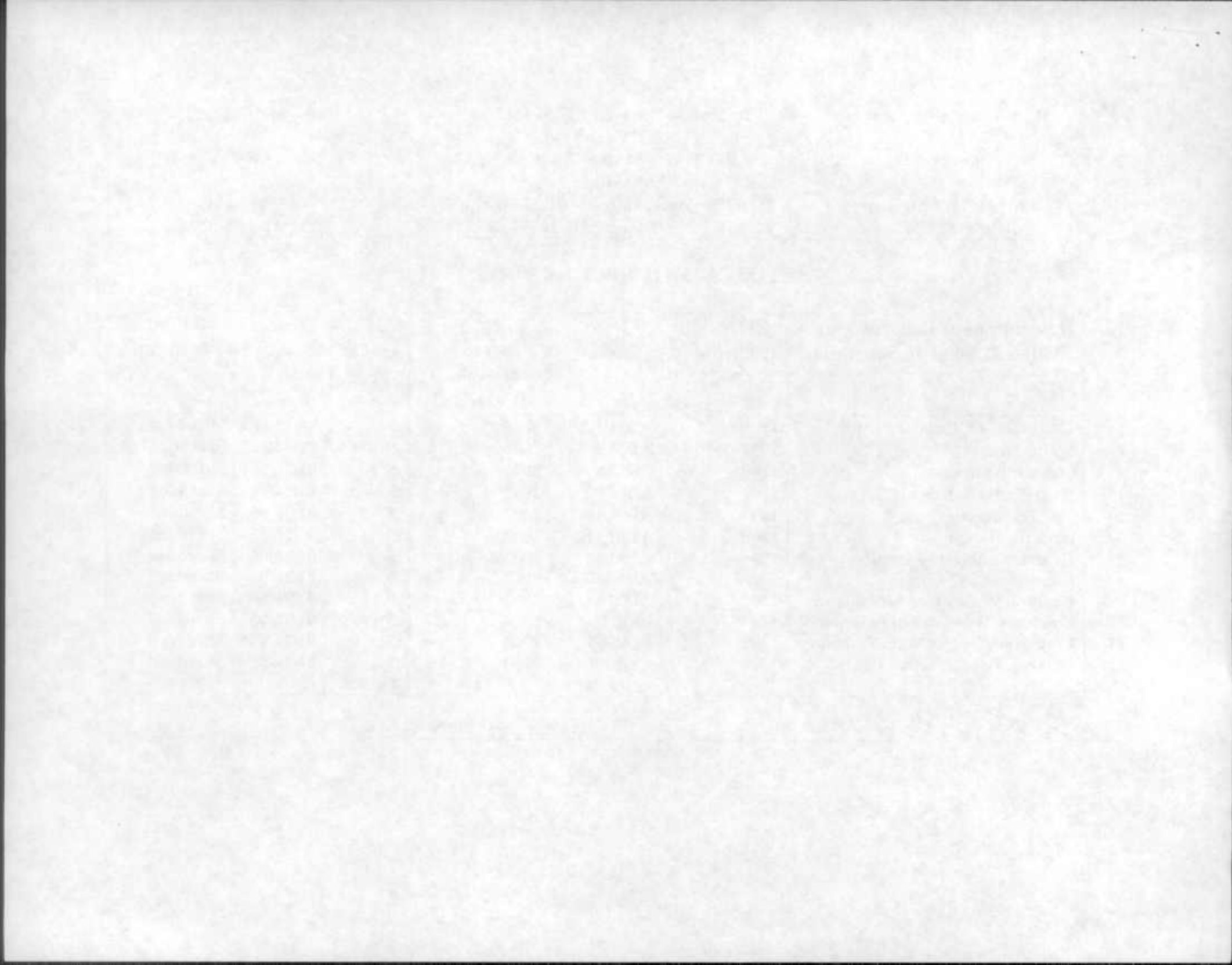
Signature

94 / Barrack "W" McHenry

Installation

1-30-06

Date



| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
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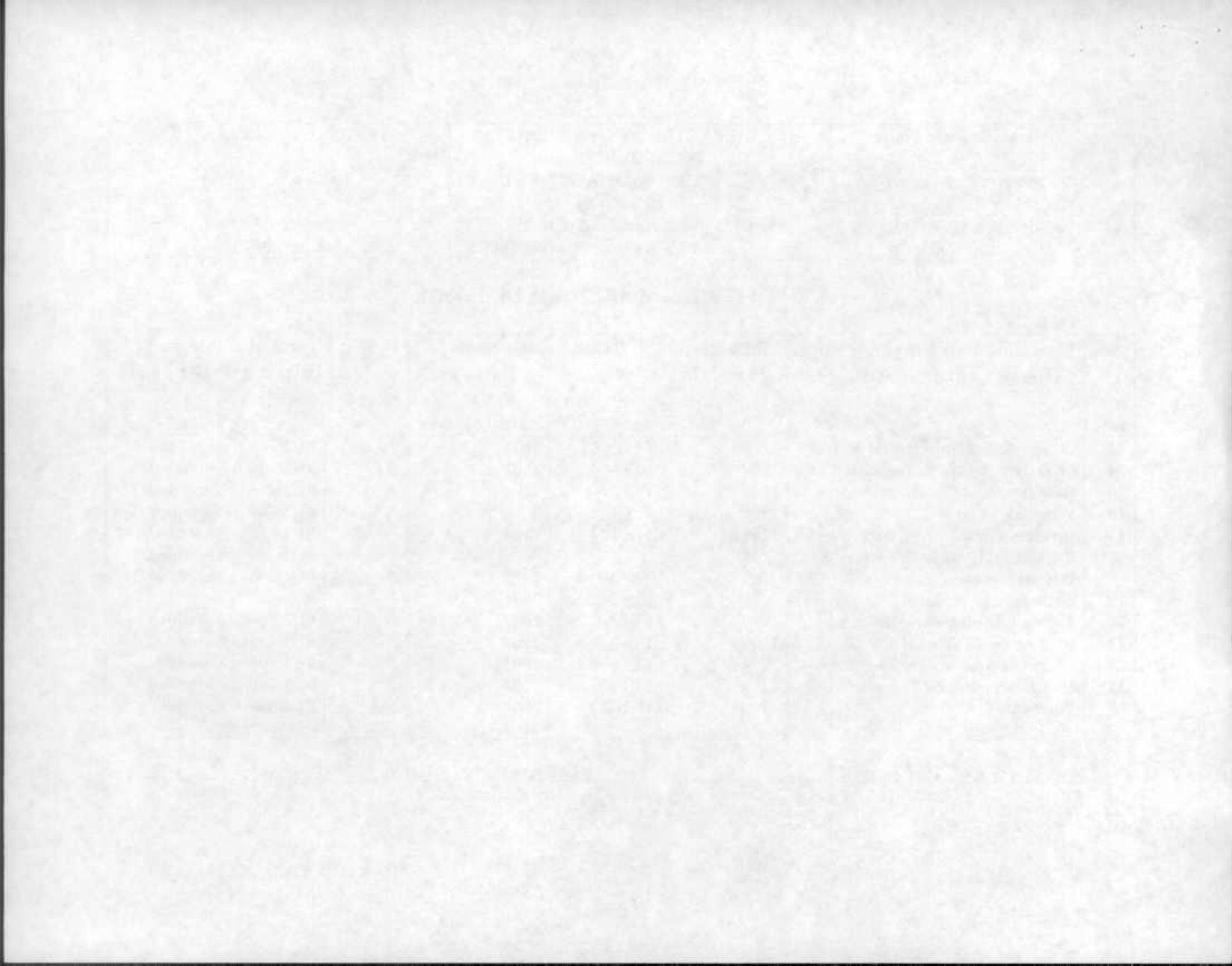
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|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 13 | Overtime & Compensatory Time | 1209 | PER 4 | 2002 | .5 | 01/26/06 | Shredded |
| 14 | Overtime & Comp. Time, Civilian | 1209 | PER 4-1 | 2002 | .5 | 01/26/06 | Shredded |
| 15 | Reimbursable Overtime Projects | 1209 | PER 4-4 | 2004 | .5 | 01/26/06 | Shredded |
| 16 | Working Fund | 1209 | FIS 1 | 2004 | .5 | 01/26/06 | Shredded |
| 17 | Invoices Forwarded for Payment | 1209 | FIS 2 | 2004 | .5 | 01/26/06 | Shredded |
| 18 | Capital Equipment Inventory & Improvements | 1209 | | | .5 | 01/26/06 | Shredded |
| | | 1209 | FIS 3-1 | 2002 | .5 | 01/26/06 | Shredded |
| 19 | Ordnance Equipment – Inventory | | FIS 3-3 | 2002 | | | |
| 20 | Tactical Equipment – Inventory | 1209 | FIS 3-4 | 2002 | .5 | 01/26/06 | Shredded |
| 21 | Cost Analysis Worksheet | 1209 | FIS 3-5 | 2004 | .5 | 01/26/06 | Shredded |
| 22 | Check Accountability Log | 1209 | FIS 6-0 | 2002 | .5 | 01/26/06 | Shredded |
| 23 | Check Accountability Form | 1209 | FIS 6-1 | 2004 | .5 | 01/26/06 | Shredded |
| 24 | Warrants | 1209 | OPS 3-1 | 2004 | .5 | 01/26/06 | Shredded |

W. A. Harrison
Signature

94 / Barrack "W" McHenry
Installation

1-30-06
Date



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| Maryland State Police | DEPARTMENT OF GENERAL SERVICES | PREPARE IN DUPLICATE |
| (Reporting Agency) | RECORDS MANAGEMENT DIVISION | Retain one copy and forward original to address at left |
| 94 / Barrack "W" McHenry (Division or Unit) | 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | |

CERTIFICATE OF RECORDS DISPOSAL

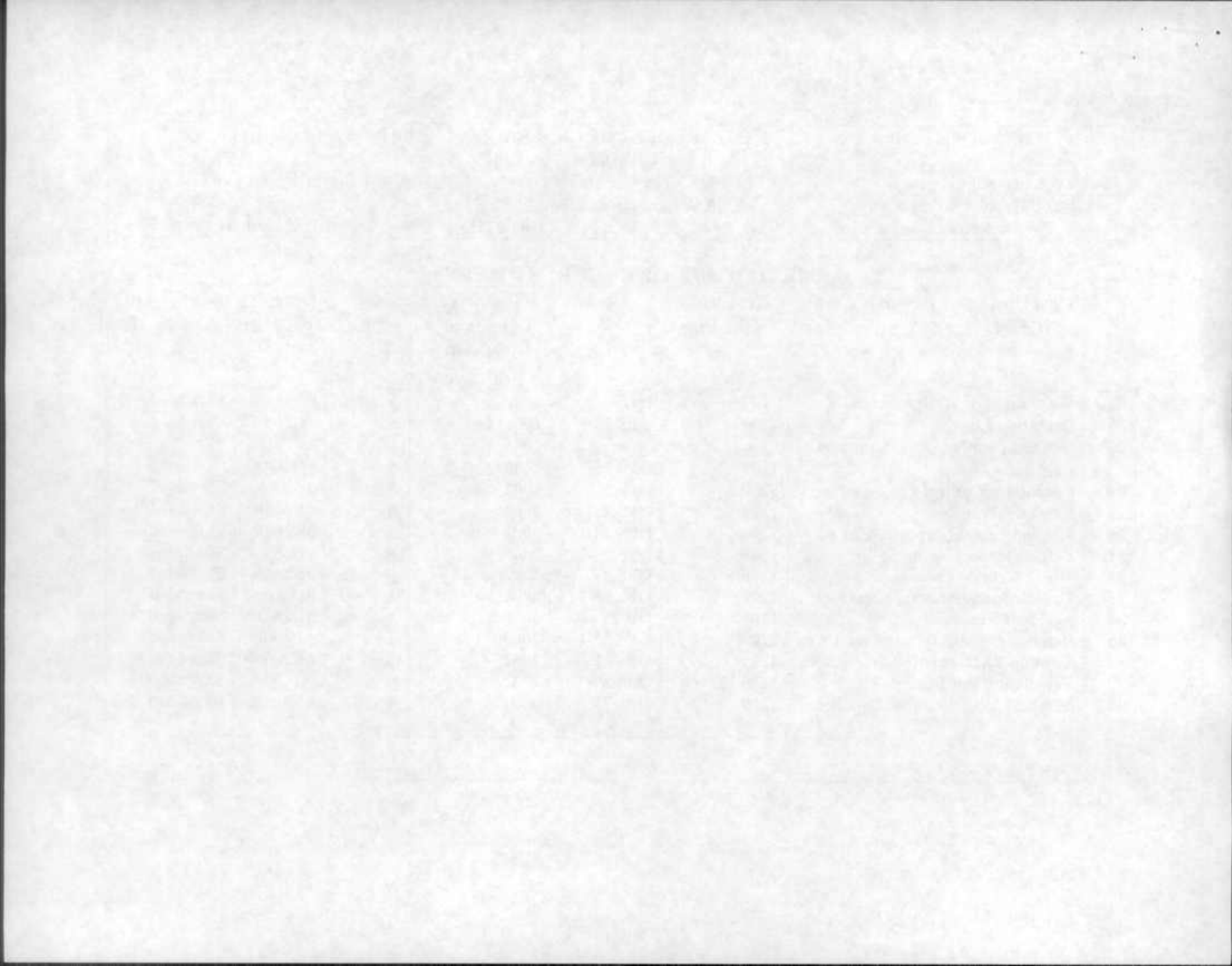
| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 25 | Warrant Case Assignment Log | 1209 | OPS 3-2 | 2000 | .5 | 01/26/06 | Shredded |
| 26 | Detention Log | 1209 | OPS 13 | 2002 | .5 | 01/26/06 | Shredded |
| 27 | Criminal and/or Other Summons Log | 1209 | OPS 15-1 | 2000 | .5 | 01/26/06 | Shredded |
| 28 | Complaint Control Card Ledger | 1209 | OPS 21 | 2002 | .5 | 01/26/06 | Shredded |
| 29 | Incident Reports | 1209 | OPS 23 | 2002 | .5 | 01/26/06 | Shredded |
| 30 | Missing Person Report – Closed | 1209 | OPS 25-1 | 2002 | .5 | 01/26/06 | Shredded |
| 31 | Vehicle Report – Closed | 1209 | OPS 26-1 | 2002 | .5 | 01/26/06 | Shredded |
| 32 | Motor Vehicle Inventory Log | 1209 | OPS 27 | 2002 | .5 | 01/26/06 | Shredded |
| 33 | Tow Truck Service Applications | 1209 | OPS 28-1 | 2002 | .5 | 01/26/06 | Shredded |
| 34 | Accident Reports | 1209 | OP 35 | 2002 | .5 | 01/26/06 | Shredded |
| 35 | Detailed Crash Investigation Rpts. | 1209 | OPS 35-1 | 2000 | .5 | 01/26/06 | Shredded |
| 36 | Citation Bk. Issuance Ctrl. Ledger | 1209 | OPS 36 | 2002 | .5 | 01/26/06 | Shredded |
| 37 | Vehicle Pursuit Review | 1209 | OPS 37-3 | 2002 | .5 | 01/26/06 | Shredded |
| 38 | Disabled Vehicle Daily Log Sheet | 1209 | OPS 38 | 2002 | .5 | 01/26/06 | Shredded |

Lt. A. Mauer

Signature

94 / Barrack "W" McHenry
Installation

1-30-06
Date



| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
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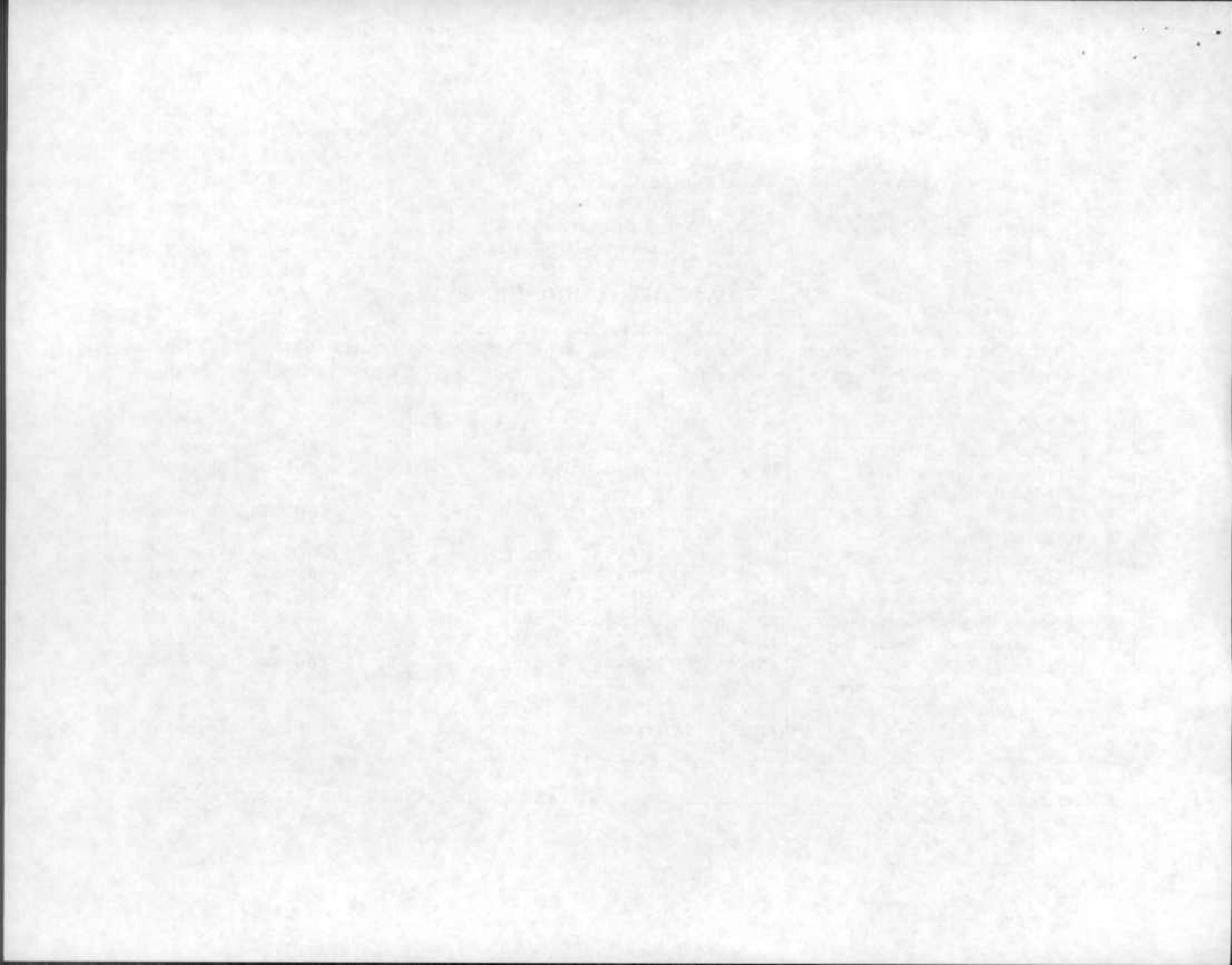
CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|-----------|--------------------------------------|--------------------|------------------|--------------------|
| 39 | Alcohol Influence Summary | 1209 | OPS 41-2 | 2004 | .5 | 01/26/06 | Shredded |
| 40 | Preliminary Breath Test Log | 1209 | OPS 41-11 | 2002 | .5 | 01/26/06 | Shredded |
| 41 | DR-15A Book Issuance Control Ledger | 1209 | OPS 41-13 | 2002 | .5 | 01/26/06 | Shredded |
| 42 | Criminal Arrest Juvenile | | | | | | |
| 43 | Detention Log | 1209 | OPS 53 | 2002 | .5 | 01/26/06 | Shredded |
| 44 | Monthly UCR Reports | 1209 | OPS 55 | 2004 | .5 | 01/26/06 | Shredded |
| 45 | Property Records – Closed | 1209 | OPS 56-1 | 2004 | .5 | 01/26/06 | Shredded |
| 46 | Property Record Control Log | 1209 | OPS 56-2 | 2000 | .5 | 01/26/06 | Shredded |
| 47 | MSP Installation Property Log | 1209 | OPS 56-3 | 2000 | .5 | 01/26/06 | Shredded |
| | Alarm Log | 1209 | OPS 66 | 2001 | .5 | 01/26/06 | Shredded |
| 48 | Burglar and Telephone Alarm | | | | | | |
| 49 | Correspondence | 1209 | OPS 66-1 | 2001 | .5 | 01/26/06 | Shredded |
| | K-9 Activities | 1209 | OPS 68 | 2004 | .5 | 01/26/06 | Shredded |

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Signature

94 / Barrack "W" McHenry
Installation

1-30-06
Date



| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
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CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 50 | Federal Agencies | 1209 | LIA 1 | 2002 | .5 | 01/26/06 | Shredded |
| 51 | State Agencies Excluding Courts | 1209 | LIA 2 | 2002 | .5 | 01/26/06 | Shredded |
| 52 | State Courts | 1209 | LIA 3 | 2002 | .5 | 01/26/06 | Shredded |
| 53 | Municipal Governments | 1209 | LIA 4 | 2002 | .5 | 01/26/06 | Shredded |
| 54 | County Governments\ | 1209 | LIA 5 | 2002 | .5 | 01/26/06 | Shredded |
| 55 | Requisition Log | 1209 | SUP 2-2 | 2003 | .5 | 01/26/06 | Shredded |
| 56 | Motor Vehicle Operation Reports | 1209 | SUP 3-1 | 2004 | .5 | 01/26/06 | Shredded |
| 57 | Organizations | 1209 | PR 1 | 2002 | .5 | 01/26/06 | Shredded |
| 58 | Press Releases | 1209 | PR 2 | 2004 | .5 | 01/26/06 | Shredded |
| 59 | Medical Records | 1209 | MED 1 | | | | |
| | a. Form 200 | 1209 | | N/A | | | |
| | b. Form 175A & 175B | 1209 | | 2004 | .5 | 01/26/06 | Shredded |
| | c. Form 199 | 1209 | | 2002 | .5 | 01/26/06 | Shredded |

U. Almaron

Signature

94 / Barrack "W" McHenry

Installation

1-30-06

Date

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

CERTIFICATE OF RECORDS DISPOSAL

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

PREPARE IN DUPLICATE

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| No. | Description of Records Include Title and/or Form Number | Authorization For Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-------------------------|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 1 | Daily Barrack Logs Daily Radio Logs | 1209 | ADM 9 | Year 2002 | 2 | 2/16/06 | Shredding |
| 2 | Status Reports | 1209 | ADM 5 | Year 2000 | 1 | 2/16/06 | Shredding |
| | Statistical Surveys | 1209 | ADM 8 | Year 2003 | | | |
| | Staff Inspections | 1209 | ADM 11 | Year 2003 | | | |
| | General Agency Correspondence | 1209 | ADM 14 | Year 2002 | | | |
| | Validations | 1209 | ADM 15-1 | Year 2003/2004 | | | |
| 3 | Trooper Activity Reports | 1209 | PER 1 | Year 2004 | 1 | 2/16/06 | Shredding |
| | Trooper Activity Summaries | 1209 | PER 1-1 | Year 2004 | | | |
| | Employee Leave/Work Reports | 1209 | PER 2 | Year 2004 | | | |
| | Payroll Summary | 1209 | PER 2-1 | Year 2004 | | | |
| | Bi-Weekly Balances | 1209 | PER 2-2 | Year 2004 | | | |
| | Leave Schedules | 1209 | PER 3 | Year 2004 | | | |
| | Overtime/Compensatory Records | 1209 | PER 4-1 | Year 2002 | | | |
| | Off-Duty Vehicle Use | 1209 | PER 8 | Year 2004 | | | |
| | Off-Duty Vehicle Use Summary | 1209 | PER 8-1 | Year 2000 | | | |
| | Monthly Summary To/From Assign. | 1209 | PER 8-2 | Year 1999 | | | |
| Request to Fill Vacancy | 1209 | PER 11-4 | Year 2001 | | | | |

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

Daniel R. Nelson

Signature

Lieutenant

Title

2/16/06

Date

MAR 1 2006

RECORDS MANAGEMENT
DIVISION

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

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

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

PREPARE IN DUPLICATE

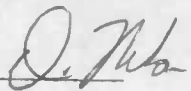
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|-------------|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| 4 | Working Fund | 1209 | FIS 1 | Year 2004 | 1 | 2/16/06 | Shredding |
| | Invoices Forwarded for Payment | 1209 | FIS 2 | Year 2004 | | | |
| | Budget Requests/Authorizations | 1209 | FIS 3 | Year 2000 | | | |
| | Purchase Orders | 1209 | FIS 3-1 | Year 2002 | | | |
| | Improvements | 1209 | FIS 3-1 | Year 2002 | | | |
| | Capital Inventory | 1209 | FIS 3-1 | Year 2002 | | | |
| | Tactical Inventory | 1209 | FIS 3-4 | Year 2002 | | | |
| | Cost Analysis Worksheet | 1209 | FIS 3-5 | Year 2002 | | | |
| | Check Accountability Log | 1209 | FIS 6-0 | Year 2002 | | | |
| | Check Accountability Form | 1209 | FIS 6-1 | Year 2004 | | | |
| 5 | Motor Vehicle Administration | 1209 | OPS 1 | Year 2004 | 2 | 2/16/06 | Shredding |
| | Special Police Comm. File | 1209 | OPS 5-1 | Year 2002 | | | |
| | Handgun Permit Investigations | 1209 | OPS 11-4 | Year 2004 | | | |
| | Detention Log | 1209 | OPS 13 | Year 2002 | | | |
| | Criminal Summons | 1209 | OPS 15 | Year 2004 | | | |
| | Incident Reports-Closed | 1209 | OPS 23 | Year 2002 | | | |
| | Vehicle Insp. Program Reports | 1209 | OPS 23-3 | Year 2002 | | | |
| | Missing Person-Closed | 1209 | OPS 25-1 | Year 2002 | | | |
| | Court Summons | 1209 | OPS 16-3 | Year 2004 | | | |
| Pawn Sheets | 1209 | OPS 19 | Year 2004 | | | | |

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

Daniel R. Nelson

Signature



Lieutenant

Title

2/16/06

Date

STANDARD FORM NO. 64

PROPERTY OF THE U.S. GOVERNMENT
GSA FPMR (41 CFR) 101-11.6

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GSA FPMR (41 CFR) 101-11.6

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GSA FPMR (41 CFR) 101-11.6

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GSA FPMR (41 CFR) 101-11.6

MAR 1 — 2006

RECORDS MANAGEMENT
DIVISION

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

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

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

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| No. | Description of Records Includes Title and/or Form Number | Authorization For Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|---------------------|---|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| 6 | Private Detective Invest. | 1209 | OPS 6-1 | Year 2002 | 1 | 2/16/06 | Shredding |
| | Firearms Report | 1209 | OPS 12 | Year 2001 | | | |
| | Vehicle Reports-Closed | 1209 | OPS 26-1 | Year 2002 | | | |
| | Abandoned Vehicles-Closed | 1209 | OPS 26-3 | Year 2002 | | | |
| | Motor Vehicle Inventory Log | 1209 | OPS 27 | Year 2002 | | | |
| | Citation Book Issuance Ledger | 1209 | OPS 36 | Year 2002 | | | |
| | Semi-Annual Report-Juveniles | 1209 | OPS 53-1 | Year 2002 | | | |
| | Tow Truck Service Applications | 1209 | OPS 28-1 | Year 2002-2003 | | | |
| Monthly UCR Reports | 1209 | OPS 55 | Year 2004 | | | | |
| 7 | Property Records-Closed | 1209 | OPS 56-1 | Year 2004 | 1 | 2/16/06 | Shredding |
| | Warrants-Closed | 1209 | OPS 3-1 | Year 2004 | | | |
| 8 | Closed Breathalyzer Cases | 1209 | OPS 41-1 | Year 2003 | 2 | 2/16/06 | Shredding |
| 9 | Accident Reports/Cards/Pictures | 1209 | OPS 35 | Year 2002 | 2 | 2/16/06 | Shredding |
| | Accident Recon.Ledger/Reports | 1209 | OPS 35-1 | Year 2002 | | | |
| | Alarm Logs | 1209 | OPS 66 | Year 2000 | | | |
| | D.C.I.R. Reports | 1209 | OPS 35-1 | Year 2000 | | | |

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

Daniel R. Nelson

Signature

Lieutenant

Title

2/16/06

Date

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

CERTIFICATE OF RECORDS DISPOSAL

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

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|-------------------------|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 10 | Patrol Checks | 1209 | OPS 29-1 | Year 2004 | 1 | 2/16/06 | Shredding |
| | School Bus Violations Warnings | 1209 | OPS 37-2 | Year 2004 | | | |
| | Alcohol Influence Summary | 1209 | OPS 41-2 | Year 2004 | | | |
| | Breath Testing Instru. Reports | 1209 | OPS 41-3 | Year 2002 | | | |
| | DR 15A Control Log | 1209 | OPS 41-13 | Year 2002 | | | |
| | Criminal Arrests-Juvenile | 1209 | OPS 53 | Year 2002 | | | |
| | Motor Vehicle Operations Report | 1209 | SUP 3-1 | Year 2004 | | | |
| | Press Releases | 1209 | PR 2 | Year 2004 | | | |
| | Organizations | 1209 | PR 1 | Year 2002 | | | |
| | Court Notification Log | 1209 | OPS 15-3 | Year 2004 | | | |
| | Public Inquiries & Requests | 1209 | PR 4 | Year 2002 | | | |
| Criminal Arrests- Adult | 1209 | OPS 52 | Year 2000 | | | | |

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

Daniel R. Nelson

Signature

Lieutenant

Title

2/16/06

Date

MAR 1 2006

LIBRARY MANAGEMENT
SECTION

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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CENTRAL RECORDS DIVISION

Division or Bureau

| No. | Description of Records | Authorization Retention Schedule No. | For Disposal Item No. | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|--|-----------------------------|--|------------------------|---------------------|-----------------------|
| 1. | Motor Vehicle Citations | | | | | | |
| | a. Citations and Voided Citations, Transmittal, Tally and Disposition Sheets | 971-30 | 3000 | Jan - Dec 2002 | (3.75 Cubic Ft.) | 02/28/06 | Shredder |
| 2. | Accident Report File | 971-30 | 3001 | Jan - Dec 2000 | | | |
| | a. Microfilm Cartridges | 971-30 | 3001 | Jan - Dec 2000 | 42 Reels 1 Box (18x12) | 03/23/06 | Incinerator |
| | b. Cash receipts Transmittals | 971-30 | 3001 | Jan - Dec 2000 | 1 Book | | Shredder |
| | c. Monthly Billing Transmittals | 971-30 | 3001 | Jan - Dec 2000 | 1 Box (18x12) | 03/01/06 | Shredder |
| 3. | Accident Negative File - (Non-Fatals) | 971-30 | 3002 | Jan - Dec 2000 | 1 Box (18x12) | 03/28/06 | Shredder |
| 4. | Criminal Investigation Reports | 971-30 | OPS-24 | Jan - Dec 2004 | 56 Cubic Ft. | Continuous | Shredder |
| 5. | Uniform Crime Reporting Correspondence Files | 971-30 | 3004 | Jan - Dec 2004 | 4 Cubic Ft. | 03/20/06 | Shredder |

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


Signature

Division Director
Title

4-10-06
Date



APR 17 - *Jul*

LOGS MANAGEMENT
DALLAS

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

CENTRAL RECORDS DIVISION

Division or Bureau

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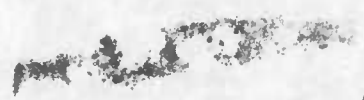
| No. | Description of Records | Authorization | For Disposal | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|-----------------------------------|------------------------|--------------|--|---------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 6. | Uniform Crime Reports (UCR Files) | 971-30 | 3005-01 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-02 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-04 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-05 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-06 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-07 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-09 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-10 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-11 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-12 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |
| | | 971-30 | 3005-13 | Jan - Dec | 4 Cubic Ft. | 03-03-06 | Shredder |

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


Signature

Division Director
Title

4/10/06
Date



APR 17

Jwb

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

Maryland State Police

Reporting Agency

Barrack "B", Frederick

Division or Bureau

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|-----|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 1 | DWI (Closed) Form 32) | 1209 | OPS 41-1 | 2003-05 Misc | 2.9 | Various | Shredded |
| 2 | Barrack & Radio Logs (Forms 5 & 6) | " | ADM 9 | Jul 02 - Feb 03 | .8 | " | " |
| 3 | Incident Report (Form 88) | " | OPS 23-1 | Aug 02 - Feb 03 | .9 | " | " |
| 4 | Trooper Activity Report (Form 14) | " | PER 1 | Mar-Jul 02 | .5 | " | " |
| 5 | General Correspondence | " | ADM 14 | Apr-Jun 02 | .1 | " | " |
| 6 | Detailed Crash Inv. Reports | " | OPS 35-1 | Jun-Sep 00 | .5 | " | " |
| 7 | Detention Logs (Form 112) | " | OPS 13 | Aug 02 ; Feb 03 | .6 | " | " |
| 8 | Warrants (Closed) Form 167) | " | OPS 3-1 | Aug 04 - Feb 05 | 2.3 | " | " |
| 9 | Summons (Closed) (Form 167) | " | OPS 15-2 | Aug 04 - Feb 05 | .4 | " | " |
| 10 | O-Time & C-Time Auth. | " | PER 4 | Jul - Nov 02 | .3 | " | " |
| 11 | Missing Persons (Closed) (Form 79) | " | OPS 25-1 | Oct 01 - Feb 03 | .3 | " | " |
| 12 | Tow Serv. Appl. (Closed) (Form 194) | " | OPS 28-1 | 2002 | .2 | " | " |

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


 K. D. Hickey

Signature

Lt., MSP, Commanding

Title

04/21/06

Date

DGS 550-2

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APR 28 2006

RECORDS MANAGEMENT
DIVISION

STATE RECORDS MANAGEMENT CENTER
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 P.O. Box 275
 Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

Reporting Agency _____

Division or Bureau _____

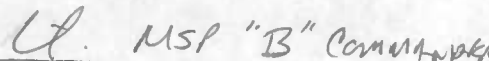
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|-----|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 13 | Requisitions (Closed) | 1209 | SUP 3 | Jan 03 - May 05 | .2 | Various | Shredded |
| 14 | Correspondence (Waivers) | " | PR 1 | Jan 00 - dec 02 | .1 | " | " |
| 15 | Work & Leave Reports (Form 31) | " | PER 2 | 2004 | .3 | " | " |
| 16 | Vehicle Reports (Closed) (Form 91) | " | OPS 26-1 | Mar 02 - Jan 03 | .6 | " | " |
| 17 | Property Log (Form 99) | " | OOPS 56-3 | Jan 76 - Mar 01 | .7 | " | " |

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



Signature



Title



Date

DGS 550-2

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APR 28

ZW 4

RECORDS MANAGEMENT
DIVISION



APR 28 JWP

RECORDS MANAGEMENT
SECTION

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JUN 16 2006
RECORDS MANAGEMENT
DIVISION

~~RECORDED~~

MAY 25 2006

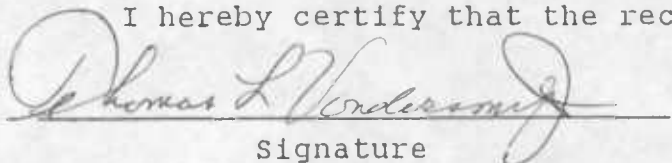
RECORDS MANAGEMENT
DIVISION

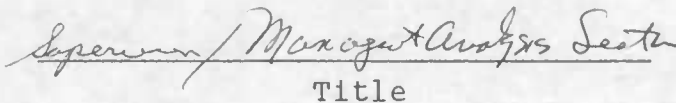
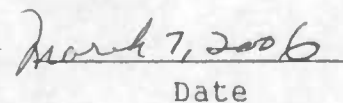
| | | |
|------------------------------|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275 | PREPARE IN DUPLICATE Retain one copy and forward original to address at left. |
| Reporting Agency | | |
| Planning & Research Division | | |
| Division or Unit | | |

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

| No. | Description of Records (Same Title as Listed on Schedule) | Authorization For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|----------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| | Manual Projects File: All project numbers are preceded by an "M". The numbers are as follows: 1744, 1746 thru 1748, 1750 thru 1764, 1766, 1767, 1769 thru 1773, 1776, 1778, 1779 1780 | 971-02-A-6 | 02-09 | 7-17-02 to 11-14-02 | 0.25 | 3-3-06 | Recycled |

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


Signature

 
Title Date

MAR 10

ml

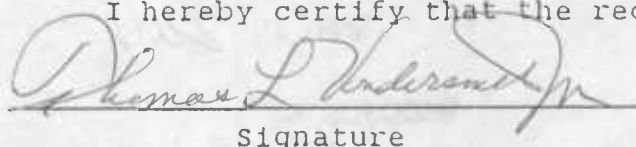
RECORDS MANAGEMENT
DIVISION

| | | |
|------------------------------|---|--|
| Maryland State Police | 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 copy and forward original to address at left. |
| Reporting Agency | | |
| Planning & Research Division | | |
| Division or Unit | | |

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

| No. | Description of Records (Same Title as Listed on Schedule) | Authorization For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| | Manual Projects File: All project numbers are preceded by an "M". The numbers are as follows: 1765 thru 1768 1774 1777 1781 1782 thru 1784 1786 1787 1789 thru 1791 1793 thru 1798 1801 | 971-02-A-6 | 02-09 | 5-3-03 to 5-31-03 | 0.4 | 6-1-06 | Recycled |

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



Signature

Records Manager

Title

June 1, 2006

Date

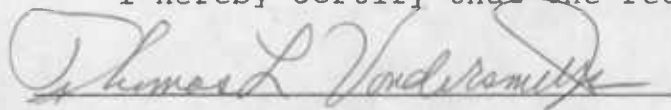
RECORDS MANAGEMENT
JUL 19 2014
RECORDS MANAGEMENT

| | | |
|------------------------------|---|--|
| Department of State Police | 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 copy and forward original to address at left. |
| Reporting Agency | | |
| Planning & Research Division | | |
| Division or Unit | | |

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

| No. | Description of Records (Same Title as Listed on Schedule) | Authorization For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| | Manual Project File: All project numbers are preceded by an "M". The numbers are as follows: 1799 1800 1802 thru 1804 1806 1808 1811 thru 18133 | 971-02-A-6 | 02-09 | all 8-8-03 | 0.1 | 10-26-06 | Recycle |

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



Signature

Records Manager

Title

October 26, 2006

Date

ACT 30
RECORDS MANAGEMENT

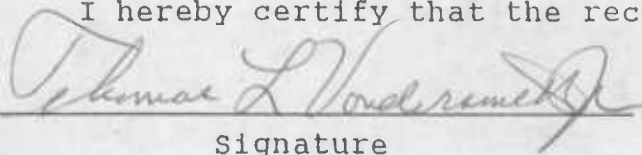
216

| | | |
|--------------------------------|---|--|
| Maryland State Police | 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 copy and forward original to address at left. |
| Reporting Agency | | |
| Planning and Research Division | | |
| Division or Unit | | |

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

| No. | Description of Records (Same Title as Listed on Schedule) | Authorization For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| | COMAR Project File Identified by consecutive numbers prefaced by a G(current schedule by a C) | 971-02-A6 | 02-06 | 6-13-95 to 10-8-96 | 0.75 | 11-15-06 | Recycle |

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


Signature

Department Records Manager

Title

November 15, 2006

Date

[REDACTED]

NOV 16 2006

RECORDS MANAGEMENT
DIVISION

[REDACTED]

[REDACTED]

RECORDS MANAGEMENT
DIVISION

[REDACTED]

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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83 - PRINCE FREDERICK BARRACK "U"


Division or Bureau

Page 1 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 1 | Records Transmittal & Receipt (DGS 550-5) | 1209 | ADM 1-1* | 1981 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 2 | Certificate of Record Disposal (DGS 550-2) | 1209 | ADM 1-2* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 3 | 5-Year Report (DGS 550-6) | 1209 | ADM 1-3* | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 4 | General Orders - Inactive | 1209 | ADM 2* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 5 | Special Orders - Inactive | 1209 | ADM 3-1* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 6 | Memoranda - Inactive | 1209 | ADM 4-1* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 7 | Status Reports | 1209 | ADM 5 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 8 | Energy Conservation | 1209 | ADM 7 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 9 | Statistical Surveys/Reports | 1209 | ADM 8 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 10 | Daily Barrack/Radio Logs | 1209 | ADM 9 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 11 | MILES Message Log | 1209 | ADM 10-2 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 12 | Staff Inspections | 1209 | ADM 11 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 13 | Command Meeting Minutes | 1209 | ADM 12 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 14 | Local Meeting Minuts | 1209 | ADM 12-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 15 | General Agency Correspondence | 1209 | ADM 14 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

FEB 15 2007

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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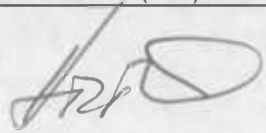
Division or Bureau

Page 2 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 16 | MILES/NCIC Audit Reports | 1209 | ADM 15 | 2002 to 2004 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 17 | MILES/NCIC Validations | 1209 | ADM 15-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 18 | NCIC Training | 1209 | ADM 15-2 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 19 | MILES/NCIC/CJIS Surveys | 1209 | ADM 15-3 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 20 | Emergency Generator Inspection | 1209 | ADM 16-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 21 | Trooper Activity Reports | 1209 | PER 1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 22 | Activity Summaries | 1209 | PER 1-1* | 1997 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 23 | Employee Work & Leave Reports | 1209 | PER 2* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 24 | Employee Payroll Authorization Summary | 1209 | PER 2-1* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 25 | Leave & Duty Schedules | 1209 | PER 3 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 26 | Overtime/Compensatory Time Auth. Record | 1209 | PER 4 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 27 | Performance Evaluations (161) | 1209 | PER 5-1 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 28 | Lost/Damaged Equipment (195) | 1209 | PER 5-2 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 29 | Request for Secondary Employment | 1209 | PER 5-9 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 30 | Donation of Sick Leave (201) | 1209 | PER 5-10* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

RECEIVED
FEB 15 2007

2007

FEB 15 2007

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"


Division or Bureau

Page 3 of 10

| No. | Description of Records Include Title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 31 | Request for Training (9) | 1209 | PER 5-12* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 32 | Inspection Report (152) | 1209 | PER 5-15 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 33 | Personnel Counseling (165) | 1209 | PER 5-16* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 34 | Job Observation Records (164/164A) | 1209 | PER 5-51 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 35 | Donation of Sick Leave (201) | 1209 | PER 6-3* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 36 | Personnel Counseling Form (165) | 1209 | PER 6-6* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 37 | Request for Secondary Employment (168) | 1209 | PER 6-9 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 38 | Bilingual Pay Request (220) | 1209 | PER 7* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 39 | Off-Duty Use Log (49) | 1209 | PER 8 | 1996 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 40 | Off Duty Use Monthly Summary (49A) | 1209 | PER 8-1* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 41 | Monthly Summary/To & From Asgmt AIR Data (Fm 29B) | 1209 | PER 8-2* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 42 | Request to Fill Vacancy | 1209 | PER 11-4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 43 | Working Fund | 1209 | FIS 1* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 44 | Invoices Forwarded for Payment | 1209 | FIS 2* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 45 | Budget Requests Authorized | 1209 | FIS 3* | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

FEB 15 2007

MANAGEMENT
BUREAU

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Route 175)
 P.O. Box 275
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CERTIFICATE OF RECORDS DISPOSAL

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Division or Bureau

Page 4 of 10

| No. | Description of Records Include Title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 46 | Capital Equipment Inventory & Improvements | 1209 | FIS 3-1* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 47 | Ordnance Equipment Inventory | 1209 | FIS 3-3* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 48 | Tactical Equipment Inventory | 1209 | FIS 3-4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 49 | Cost Analysis Worksheet (138) | 1209 | FIS 3-5 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 50 | Audit Report | 1209 | FIS 4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 51 | Contracts | 1209 | FIS 5-0 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 52 | Check Accountability Log | 1209 | FIS 6-0 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 53 | Check Accountability Form | 1209 | FIS 6-1* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 54 | Reimbursable Overtime Projects | 1209 | FIS 7-0 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 55 | Motor Vehicle Administration | 1209 | OPS 1* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 56 | Applicant Investigations | 1209 | OPS 2* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 57 | Warrants (closed) | 1209 | OPS 3-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 58 | Warrant Case Assignment Log | 1209 | OPS 3-2 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 59 | Correctional Officers Log | 1209 | OPS 4 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 60 | Special Police Commission Log | 1209 | OPS 5 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

FEB 15 2007

ROBERTS MANAGEMENT
CORPORATION

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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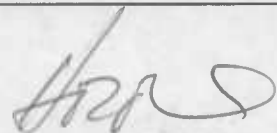
Division or Bureau

Page 5 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 61 | Special Police commission Invest. File | 1209 | OPS 5-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 62 | Private Detective Log | 1209 | OPS 6 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 63 | Private Investigators File | 1209 | OPS 6-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 64 | Guard Clearance Log | 1209 | OPS 6-2 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 65 | All Other Applicant Investigations Log | 1209 | OPS 7 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 66 | Aeronautics Log | 1209 | OPS 8 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 67 | Firearms Dealers Log | 1209 | OPS 9 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 68 | Application to Purchase or Transfer Pistol/Revolvers | 1209 | OPS 10 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 69 | Application to Purchase or Transfer Pistol/Revolvers Log | 1209 | OPS 10-1 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 70 | Handgun Permit Log | 1209 | OPS 11 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 71 | Handgun Permit Application Investigation Form | 1209 | OPS 11-4 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 72 | Firearms Report | 1209 | OPS 12 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 73 | Detention Log | 1209 | OPS 13 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 74 | Criminal and/or Other Summons | 1209 | OPS 15 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 75 | Criminal and/or Other Summons Log | 1209 | OPS 15-1 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich
Signature

Lieutenant/Barrack Commander
Title

01/22/2007
Date

FEB 15 2007

RECORDS MANAGEMENT
FEB 15 2007

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

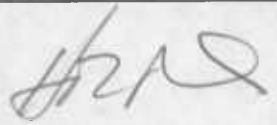
Division or Bureau

Page 6 of 10

| No. | Description of Records Include Title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 76 | Criminal and/or other Summons - Closed | 1209 | OPS 15-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 77 | MSP Court Notification Log | 1209 | OPS 15-3 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 78 | Secondhand Precious Metals & Gems Dealers Licenses | 1209 | OPS 19 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 79 | Criminal Investigator Caseload Ledger | 1209 | OPS 21-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 80 | Incident Reports - Closed | 1209 | OPS 23 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 81 | Crime Prevention Reports | 1209 | OPS 23-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 82 | Vehicle Inspection Program Reports | 1209 | OPS 23-3 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 83 | Consent to Search & Seize (no contraband seized) | 1209 | OPS 24-4 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 84 | Missing Person Report (Closed) | 1209 | OPS 25-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 85 | Vehicle Reports (Closed) | 1209 | OPS 26-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 86 | Abandoned Motor Vehicle (Closed) | 1209 | OPS 26-3 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 87 | Motor Vehicle Inventory Log | 1209 | OPS 27 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 88 | Tow Truck Service Application (Closed) | 1209 | OPS 28-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 89 | Towing Request Distribution Forms (Form 189) | 1209 | OPS 28-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 90 | Accident Reports | 1209 | OPS 35 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich
Signature

Lieutenant/Barrack Commander
Title

01/22/2007
Date

RECEIVED

FEB 15 2007

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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Retain one copy and forward original to above address

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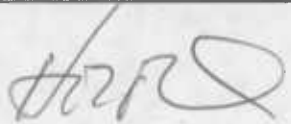
Division or Bureau

Page 7 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 91 | Detailed Crash Investigation Reports | 1209 | OPS 35-1 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 92 | Citation Book Issuance Control Ledger | 1209 | OPS 36 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 93 | Traffic Citation Transmittal Form & LE HQ Copy | 1209 | OPS 36-1 | June, 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 94 | Warnings | 1209 | OPS 37 | June, 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 95 | Vehicle Pursuit Review (114) | 1209 | OPS 37-3 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 96 | Safety Equipment Repair Orders | 1209 | OPS 37-4 | June, 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 97 | Disabled Vehicle Daily Log Sheet | 1209 | OPS 38 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 98 | MSP Speed Computer Calibration/Inspection Rpt. | 1209 | OPS 39 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 99 | Driving While Intoxicated Cases - Closed | 1209 | OPS 41-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 100 | Alcohol Influence Summary | 1209 | OPS 41-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 101 | Breath Testing Instrument Report | 1209 | OPS 41-3 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 102 | Alcohol Testing Program Log | 1209 | OPS 41-7 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 103 | Preliminary Breath Test Log | 1209 | OPS 41-11 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 104 | DR-15A Book Issuance Control Ledger | 1209 | OPS 41-13 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 105 | DR-15A - Allied Law Enforcement Agencies | 1209 | OPS 41-14 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2



Lieutenant H. R. Rich
Signature

Lieutenant/Barrack Commander
Title

01/22/2007
Date

100 25 207

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

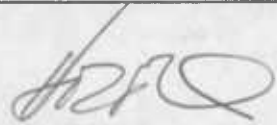
Division or Bureau

Page 8 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 106 | Criminal Arrest Juvenile Detention Log | 1209 | OPS 53 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 107 | Semi-Annual Report on Juveniles | 1209 | OPS 53-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 108 | Monthly UCR Reports | 1209 | OPS 55 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 109 | Property Records (Closed) | 1209 | OPS 56-1* | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 110 | Property Record Control Log | 1209 | OPS 56-2 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 111 | MSP Installation Property Log | 1209 | OPS 56-3 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 112 | Alarm Log | 1209 | OPS 66 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 113 | Burglar & Telephone Alarm Correspondence | 1209 | OPS 66-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 114 | Alarm Record | 1209 | OPS 66-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 115 | K-9 Activities | 1209 | OPS 68 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 116 | K-9 Activity Summary (Form 40) | 1209 | OPS 68-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 117 | K-9 Handlers Daily Activity Report (Form 41) | 1209 | OPS 68-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 118 | Video Tape Logs (Form 83) | 1209 | OPS 69-1 | 2001 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 119 | Video Tape Review reports (Form 83R) | 1209 | OPS 69-2 | June, 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 120 | Child Passenger Safety Seat Loaner Program | 1209 | OPS 70 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

FEB 15 2007

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

Division or Bureau

Page 9 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|---|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 121 | Vehicle Search Report (Form MSP 130) | 1209 | OPS 71 | June, 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 122 | Commander's Monthly Review of Traffic & Search Reports (Form 226) | 1209 | OPS 87 | April, 2011 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 123 | Grants | 1209 | OPS 88 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 124 | Federal Agencies | 1209 | LIA 1* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 125 | State Courts | 1209 | LIA 2* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 126 | Municipal Courts | 1209 | LIA 3* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 127 | County Governments | 1209 | LIA 4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 128 | Requisition Log | 1209 | SUP 2-2 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 129 | Motor Vehicle Operation Reports | 1209 | SUP 3-1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 130 | Tactical Supplies Inventory - Non-Capital Equipment | 1209 | SUP 5* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 131 | Organizations | 1209 | PR 1* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 132 | Press Releases (Local/HQ) | 1209 | PR 2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 133 | Public Inquiries & Requests | 1209 | PR 4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 134 | Academies and Special Courses | 1209 | TNG 1 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |
| 135 | College Programs (on-campus) | 1209 | TNG 2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2007 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

01/22/2007

Date

FEB 15

2007

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

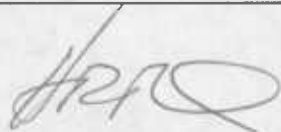
Division or Bureau

Page 10 of 10

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 136 | Tactical Training | 1209 | TNG 4 | 2003 | Total: 30 c.f | January, 2007 | Incinerated |
| 137 | Ad-Hoc Recommendations | 1209 | TNG 5 | 2005 | | January, 2007 | Incinerated |
| 138 | Medical Status/Medication Report | 1209 | MED 2* | 2003 | | January, 2007 | Incinerated |
| 139 | Duty Related Illness or Injury | 1209 | MED 3* | 2003 | | January, 2007 | Incinerated |
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I hereby certify that the above listed records were disposed of as indicated.

DGS 550-2



Lieutenant H. R. Rich
Signature

Lieutenant/Barrack Commander
Title

01/22/2007
Date

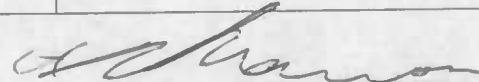
FEB 15 2007

RECORDS MANAGEMENT

| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 1 | Certificate of Records Disposal | 1209 | ADM 1-2 | 2005 | .5 | 01/26/07 | Shredded |
| 2 | Status Reports | 1209 | ADM 5 | 2001 | .5 | 01/26/07 | Shredded |
| 3 | Statistical Surveys | 1209 | ADM 8 | 2001 | .5 | 01/26/07 | Shredded |
| 4 | Daily Radio & Barrack Logs | 1209 | ADM 9 | 2003 | .5 | 01/26/07 | Shredded |
| 5 | MILES Message Log | 1209 | ADM 10-2 | 2003 | .5 | 01/26/07 | Shredded |
| 6 | Staff Inspections | 1209 | ADM 11 | 2004 | .5 | 01/26/07 | Shredded |
| 7 | Command Meeting Minutes | 1209 | ADM 12 | 2003 | .5 | 01/26/07 | Shredded |
| 8 | Local Meeting Minutes | 1209 | ADM 12-1 | 2003 | .5 | 01/26/07 | Shredded |
| 9 | General Agency Correspondence | 1209 | ADM 14 | 2003 | .5 | 01/26/07 | Shredded |
| 10 | Employee Work & Leave Reports | 1209 | PER 2 | 2005 | .5 | 01/26/07 | Shredded |
| 11 | Employee Payroll Auth. Summary | 1209 | PER 2-1 | 2005 | .5 | 01/26/07 | Shredded |
| 12 | Leave & Duty Schedules | 1209 | PER 3 | 2005 | .5 | 01/26/07 | Shredded |



Signature

94 / Barrack "W" McHenry

Installation

2-5-07

Date

FEB 15 2007

| | | |
|---|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 13 | Overtime & Compensatory Time | 1209 | PER 4 | 2003 | .5 | 01/26/07 | Shredded |
| 14 | Overtime & Comp. Time, Civilian | 1209 | PER 4-1 | 2003 | .5 | 01/26/07 | Shredded |
| 15 | Reimbursable Overtime Projects | 1209 | PER 4-4 | 2005 | .5 | 01/26/07 | Shredded |
| 16 | Working Fund | 1209 | FIS 1 | 2005 | .5 | 01/26/07 | Shredded |
| 17 | Invoices Forwarded for Payment | 1209 | FIS 2 | 2005 | .5 | 01/26/07 | Shredded |
| 18 | Capital Equipment Inventory & Improvements | 1209 | FIS 3-1 | 2003 | .5 | 01/26/07 | Shredded |
| 19 | Ordnance Equipment – Inventory | 1209 | FIS 3-3 | 2003 | .5 | 01/26/07 | Shredded |
| 20 | Tactical Equipment – Inventory | 1209 | FIS 3-4 | 2003 | .5 | 01/26/07 | Shredded |
| 21 | Cost Analysis Worksheet | 1209 | FIS 3-5 | 2005 | .5 | 01/26/07 | Shredded |
| 22 | Check Accountability Log | 1209 | FIS 6-0 | 2003 | .5 | 01/26/07 | Shredded |
| 23 | Check Accountability Form | 1209 | FIS 6-1 | 2005 | .5 | 01/26/07 | Shredded |
| 24 | Warrants - Closed | 1209 | OPS 3-1 | 2005 | .5 | 01/26/07 | Shredded |

Signature

94 / Barrack "W" McHenry
Installation

Date

FEB 15 2007

WORLD'S MANAGE
DIVISION

| | | |
|--|--|---|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES | PREPARE IN DUPLICATE |
| (Reporting Agency) | RECORDS MANAGEMENT DIVISION | Retain one copy and forward original to address at left |
| 94 / Barrack "W" McHenry (Division or Unit) | 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 25 | Warrant Case Assignment Log | 1209 | OPS 3-2 | 2001 | .5 | 01/26/07 | Shredded |
| 26 | Detention Log | 1209 | OPS 13 | 2003 | .5 | 01/26/07 | Shredded |
| 27 | Criminal and/or Other Summons Log | 1209 | OPS 15-1 | 2001 | .5 | 01/26/07 | Shredded |
| 28 | Incident Reports | 1209 | OPS 23 | 2003 | .5 | 01/26/07 | Shredded |
| 29 | Missing Person Report – Closed | 1209 | OPS 25-1 | 2003 | .5 | 01/26/07 | Shredded |
| 30 | Vehicle Report – Closed | 1209 | OPS 26-1 | 2003 | .5 | 01/26/07 | Shredded |
| 31 | Motor Vehicle Inventory Log | 1209 | OPS 27 | 2003 | .5 | 01/26/07 | Shredded |
| 32 | Tow Truck Service Applications | 1209 | OPS 28-1 | 2003 | .5 | 01/26/07 | Shredded |
| 33 | Accident Reports | 1209 | OP 35 | 2003 | .5 | 01/26/07 | Shredded |
| 34 | Detailed Crash Investigation Rpts. | 1209 | OPS 35-1 | 2001 | .5 | 01/26/07 | Shredded |
| 35 | Citation Bk. Issuance Ctrl. Ledger | 1209 | OPS 36 | 2003 | .5 | 01/26/07 | Shredded |
| 36 | Vehicle Pursuit Review | 1209 | OPS 37-3 | 2003 | .5 | 01/26/07 | Shredded |
| 37 | Disabled Vehicle Daily Log Sheet | 1209 | OPS 38 | 2003 | .5 | 01/26/07 | Shredded |

Signature

94 / Barrack "W" McHenry
Installation

Date

RECEIVED

FEB 15 2007

RECORDS MGMT

| | | |
|---|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|-----------|--------------------------------------|--------------------|------------------|--------------------|
| 38 | Alcohol Influence Summary | 1209 | OPS 41-2 | 2005 | .5 | 01/26/07 | Shredded |
| 39 | Preliminary Breath Test Log | 1209 | OPS 41-11 | 2003 | .5 | 01/26/07 | Shredded |
| 40 | DR-15A Book Issuance Control Ledger | 1209 | OPS 41-13 | 2003 | .5 | 01/26/07 | Shredded |
| 41 | Criminal Arrest Juvenile Detention Log | 1209 | OPS 53 | 2003 | .5 | 01/26/07 | Shredded |
| 42 | Monthly UCR Reports | 1209 | OPS 55 | 2005 | .5 | 01/26/07 | Shredded |
| 43 | Property Records – Closed | 1209 | OPS 56-1 | 2005 | .5 | 01/26/07 | Shredded |
| 44 | Property Record Control Log | 1209 | OPS 56-2 | 2001 | .5 | 01/26/07 | Shredded |
| 45 | MSP Installation Property Log | 1209 | OPS 56-3 | 2001 | .5 | 01/26/07 | Shredded |
| 46 | Alarm Log | 1209 | OPS 66 | 2002 | .5 | 01/26/07 | Shredded |
| 47 | Burglar and Telephone Alarm | 1209 | OPS 66-1 | 2002 | .5 | 01/26/07 | Shredded |
| 48 | Correspondence | 1209 | OPS 66-1 | 2002 | .5 | 01/26/07 | Shredded |
| 49 | K-9 Activities | 1209 | OPS 68 | 2005 | .5 | 01/26/07 | Shredded |

Signature

94 / Barrack "W" McHenry

Installation

Date

FEB 15

207

RECORDS MANAGEMENT
DIVISION

| | | |
|---|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------------------|--------------------------------------|--------------------|------------------|--------------------|
| 50 | Federal Agencies | 1209 | LIA 1 | 2003 | .5 | 01/26/07 | Shredded |
| 51 | State Agencies Excluding Courts | 1209 | LIA 2 | 2003 | .5 | 01/26/07 | Shredded |
| 52 | State Courts | 1209 | LIA 3 | 2003 | .5 | 01/26/07 | Shredded |
| 53 | Municipal Governments | 1209 | LIA 4 | 2003 | .5 | 01/26/07 | Shredded |
| 54 | County Governments\ | 1209 | LIA 5 | 2003 | .5 | 01/26/07 | Shredded |
| 55 | Requisition Log | 1209 | SUP 2-2 | 2004 | .5 | 01/26/07 | Shredded |
| 56 | Motor Vehicle Operation Reports | 1209 | SUP 3-1 | 2005 | .5 | 01/26/07 | Shredded |
| 57 | Organizations | 1209 | PR 1 | 2003 | .5 | 01/26/07 | Shredded |
| 58 | Press Releases | 1209 | PR 2 | 2005 | .5 | 01/26/07 | Shredded |
| 59 | Auxiliary Files | 1209 | PER 5-1 thru 6-50 | As per Rules & Regulations | .5 | 01/26/07 | Shredded |
| 60 | Medical Records | | | N/A | | | |
| | a. Form 200 | 1209 | | 2005 | .5 | 01/26/07 | Shredded |
| | b. Form 175A & 175B | 1209 | | 2003 | .5 | 01/26/07 | Shredded |
| | c. Form 199 | | | | | | |

94 / Barrack "W" McHenry

FEB 15 2007

RECORDS MANAGEMENT
DIVISION

Signature

Installation

Date

FEB 15 2W7

RECORDS MANAGEMENT
FBI/DOJ

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward

Original to above address

CENTRAL RECORDS DIVISION

Division or Bureau

| No. | Description of Records | Authorization Retention Schedule No. | For Disposal Item No. | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|--|-----------------------------|--|------------------------|---------------------|-----------------------|
| 1. | Motor Vehicle Citations | | | | | | |
| | a. Citations and Voided Citations, Transmittal, Tally and Disposition Sheets | 971-30 | 3000 | Jan - Dec 2003 | (3.75 Cubic Ft.) | 03/16/07 | Shredder |
| 2. | Accident Report File | 971-30 | 3001 | Jan - Dec 2001 | | | |
| | a. Microfilm Cartridges | 971-30 | 3001 | Jan - Dec 2001 | 52 Reels 1 Box (18x12) | 03/26/07 | Incinerator |
| | b. Cash receipts Transmittals | 971-30 | 3001 | Jan - Dec 2001 | 1 Book | 03/16/07 | Shredder |
| | c. Monthly Billing Transmittals | 971-30 | 3001 | Jan - Dec 2001 | 1 Box (18x12) | 03/16/07 | Shredder |
| 3. | Accident Negative File - (Non-Fatals) | 971-30 | 3002 | Jan - Dec 2001 | 1 Box (18x12) | 03/16/07 | Shredder |
| 4. | Criminal Investigation Reports | 971-30 | OPS-24 | Jan - Dec 2001 | 56 Cubic Ft. | Continuous | Shredder |
| 5. | Uniform Crime Reporting Correspondence Files | 971-30 | 3004 | Jan - Dec 2001 | 4 Cubic Ft. | 03/20/06 | Shredder |

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


Signature

Division Director
Title

4-2-07
Date

FRIDAY, 10
MAY 1940

100

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| | | |
|-----------------------|--|--|
| Maryland State Police | 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 on left. |
| Reporting Agency | | |
| Handgun Roster Board | | |
| Division or Unit | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|------------------------|----------|--------------------------------------|-------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1 | Administrative-Certificate of Records Disposal | 971-25-1 | ADMI-2 | 1/11/05 | .01 | 3/26/07 | Recycled |
| 2 | Administrative-General Correspondence | " | ADM1-14 | 1/15/02 – 2/26/04 | .09 | " | " |
| 3 | Fiscal – Contracts | " | FIS 5 | 9/1/93 – 11/22/02 | .09 | " | " |
| 4 | Liaison-Attorney General | " | LIA6-1 | 2/8/02 – 12/18/03 | .03 | " | " |
| 5 | Liaison -Maryland State Police | " | LIA6-2 | 6/14/02-3/3/04 | .08 | " | " |
| 6 | Liaison-Governor's Office | " | LIA6-3 | 7/1/02-11/17/03 | .01 | " | " |
| 7 | Liaison-Allied Agencies | " | LIA6-4 | 4/21/00-8/9/01 | .01 | " | " |
| 8 | Liaison – Handgun Roster Board embers | " | LIA6-5 | 3/18/02 – 3/15/04 | .07 | " | " |
| 9 | Liaison – Anti-gun Groups | " | LIA6-7 | 1/23/03-6/18/03 | .01 | " | " |
| 10 | Liaison – Pro-gun Groups | " | LIA6-8 | 1/13/00 – 7/10/03 | .02 | " | " |
| 11 | Liaison – Maryland State Legislature | " | LIA6-9 | 4/4/02 – 12/23/02 | .02 | " | " |
| 12 | Public Relations – Public Inquiries and Requests | " | PR8-2 | 8/14/03-3/18/04 | .05 | " | " |

APR 6 2007

APR 6 2007

RECORDS MANAGEMENT
SECTION

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

Alyson Turner

Signature

Administrator

Title

4-5-07

Date

APR 6 2007

APR 6 2007

SECURE'S MANAGEMENT
CHICAGO

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

CERTIFICATE OF RECORDS DISPOSAL

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

PREPARE IN DUPLICATE

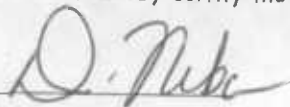
Retain one copy and forward original to above address

| No. | Description of Records Incl.: Title and/or Form Number | Authorization For Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|--------------------------|---|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 10 | Patrol Checks | 1209 | OPS 29 | Year 2005/2006 | 1 | 4/16/07 | Shredding |
| | School Bus Violations Warnings | 1209 | OPS 37-2 | Year 2005 | | | |
| | Alcohol Influence Summary | 1209 | OPS 41-2 | Year 2005 | | | |
| | Breath. Testing Instru. Reports | 1209 | OPS 41-3 | Year 2003 | | | |
| | DR15A Control Log | 1209 | OPS 41-13 | Year 2003 | | | |
| | Criminal Arrests - Juveniles | 1209 | OPS 53 | Year 2003 | | | |
| | Motor Vehicle Operations Report | 1209 | SUP 3-1 | Year 2005 | | | |
| | Press Releases | 1209 | PR 2 | Year 2005 | | | |
| | Organizations | 1209 | PR 1 | Year 2003 | | | |
| | Court Notification Log | 1209 | OPS 15-3 | Year 2005 | | | |
| | Public Inquiries & Requests | 1209 | PR 4 | Year 2003 | | | |
| Criminal Arrests - Adult | 1209 | OPS 52 | Year 2001 | | | | |

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

Daniel R. Nelson

Signature



Lieutenant

Title

4/17/07

Date

APR 30 2007

RECORDS MANAGEMENT
DIVISION

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

CERTIFICATE OF RECORDS DISPOSAL

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

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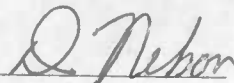
Retain one copy and forward original to above address

| No. | Description of Records Incl. Title and/or Form Number | Authorization For Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|---------------------|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| 6 | Private Detective Invest. | 1209 | OPS 6-1 | Year 2003 | 1 | 4/16/07 | Shredding |
| | Firearms Report | 1209 | OPS 12 | Year 2002 | | | |
| | Vehicle Reports - Closed | 1209 | OPS 26-1 | Year 2003 | | | |
| | Abandoned Vehicles - Closed | 1209 | OPS 26-3 | Year 2003 | | | |
| | Motor Vehicle Inventory Log | 1209 | OPS 27 | Year 2003 | | | |
| | Citation Book Issuance Ledger | 1209 | OPS 36 | Year 2003 | | | |
| | Semi-Annual Report - Juveniles | 1209 | OPS 53-1 | Year 2003 | | | |
| | Tow Truck Service Applications | 1209 | OPS 28-1 | Year 2003-2004 | | | |
| Monthly UCR Reports | 1209 | OPS 55 | Year 2005 | | | | |
| 7 | Property Records - Closed | 1209 | OPS 56-1 | Year 2005 | 1 | 4/16/07 | Shredding |
| | Warrants - Closed | 1209 | OPS 3-1 | Year 2005 | | | |
| 8 | Closed Breathalyzer Cases | 1209 | OPS 41-1 | Year 2004 | 2 | 4/16/07 | Shredding |
| 9 | Accident Reports/Cards/Pictures | 1209 | OPS 35 | Year 2003 | 2 | 4/16/07 | Shredding |
| | Accident Recon. Ledger/Reports | 1209 | OPS 35-1 | Year 2003 | | | |
| | D.C.I.R. Reports | 1209 | OPS 35-1 | Year 2001 | | | |
| | Vehicle Pursuit Review | 1209 | OPS 37-3 | Year 2003 | | | |

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

Daniel R. Nelson

Signature

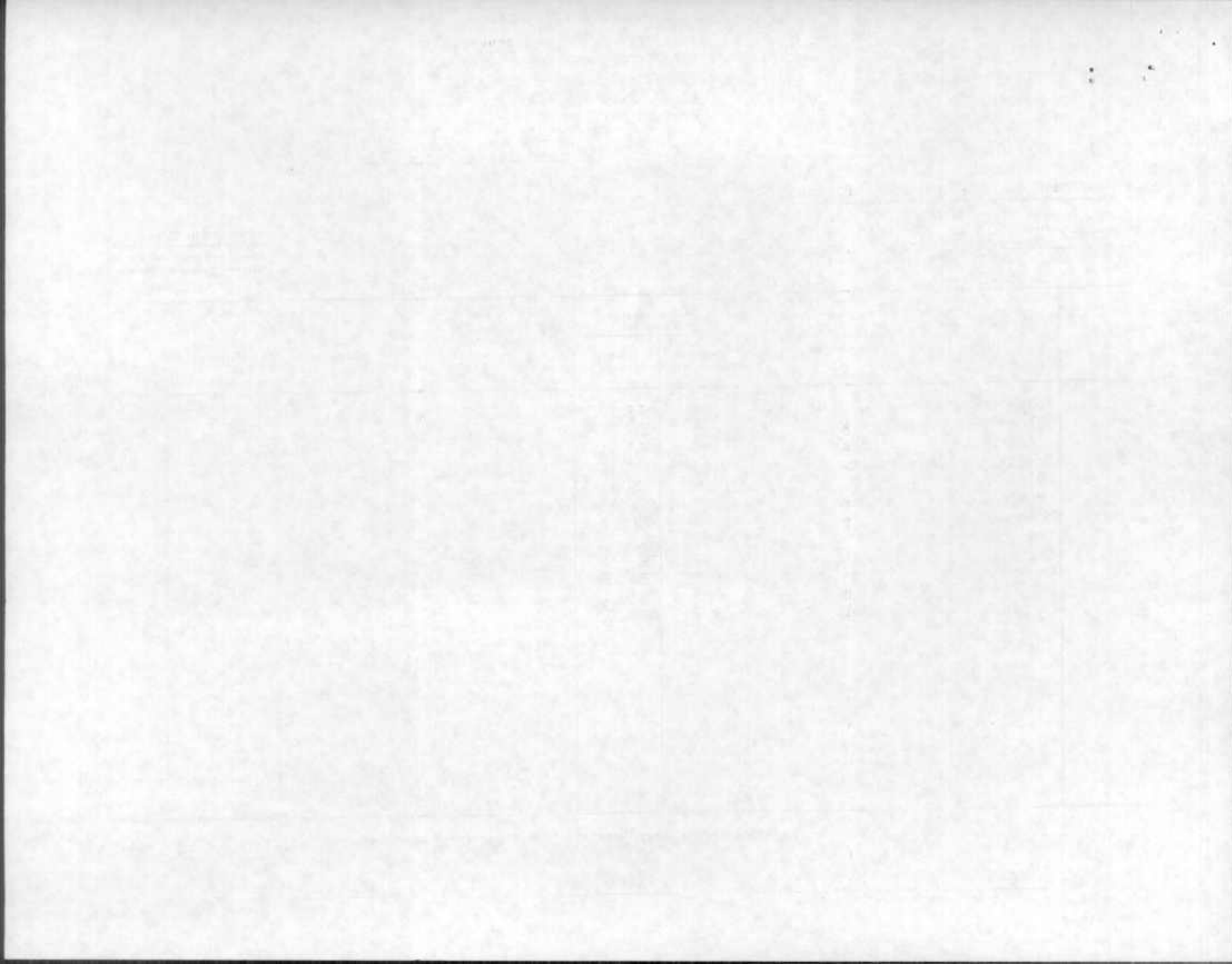


Lieutenant

Title

4/17/07

Date



DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
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|-----|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| 4 | Working Fund | 1209 | FIS 1 | Year 2005 | 1 | 4/16/07 | Shredding |
| | Invoices Forwarded for Payment | 1209 | FIS 2 | Year 2005 | | | |
| | Budget Requests/Authorizations | 1209 | FIS 3 | Year 2001 | | | |
| | Purchase Orders | 1209 | FIS 3-1 | Year 2003 | | | |
| | Capital Inventory | 1209 | FIS 3-1 | Year 2003 | | | |
| | Tactical Inventory | 1209 | FIS 3-4 | Year 2003 | | | |
| | Cost Analysis Worksheet | 1209 | FIS 3-5 | Year 2003 | | | |
| | Check Accountability Log | 1209 | FIS 6-0 | Year 2003 | | | |
| | Check Accountability Form | 1209 | FIS 6-1 | Year 2005 | | | |
| 5 | Motor Vehicle Administration | 1209 | OPS 1 | Year 2005 | | | |
| | Special Police Comm. File | 1209 | OPS 5-1 | Year 2003 | | | |
| | Handgun Permit Investigations | 1209 | OPS 11-4 | Year 2005 | | | |
| | Detention Log | 1209 | OPS 13 | Year 2003 | | | |
| | Criminal Summons | 1209 | OPS 15 | Year 2005 | | | |
| | Incident Reports - Closed | 1209 | OPS 23 | Year 2003 | | | |
| | Vehicle Insp. Program Reports | 1209 | OPS 23-3 | Year 2003 | | | |
| | Missing Persons - Closed | 1209 | OPS 25-1 | Year 2003 | | | |
| | Court Summons | 1209 | OPS 16-3 | Year 2005 | | | |
| | Pawn Sheets | 1209 | OPS 19 | Year 2005 | | | |

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

Daniel R. Nelson

Signature



Lieutenant

Title

4/16/07

Date

APR 30 2007

RECORDS MANAGEMENT
DIVISION

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

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

Department of Maryland State Police

Reporting Agency

Barrack "E", Salisbury

Division or Bureau

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|-----|--|-------------------------------|-------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schd. No. | Item No. | | | | |
| 1 | Daily Barrack Logs Daily Radio Logs | 1209 | ADM 9 | Year 2003 | 2 | 4/16/07 | Shredding |
| 2 | Status Reports | 1209 | ADM 5 | Year 2001 | 1 | 4/16/07 | Shredding |
| | Statistical Surveys | 1209 | ADM 8 | Year 2004 | | | |
| | Staff Inspections | 1209 | ADM 11 | Year 2004 | | | |
| | General Agency Correspondence | 1209 | ADM 14 | Year 2003 | | | |
| | Validations | 1209 | ADM 15-1 | Year 2005/2006 | | | |
| 3 | Employee Leave/Work Reports | 1209 | PER 2 | Year 2005 | 1 | 4/16/07 | Shredding |
| | Payroll Summary | 1209 | PER 2-1 | Year 2005 | | | |
| | Bi-Weekly Balances | 1209 | PER 2-2 | Year 2005 | | | |
| | Leave Schedules | 1209 | PER 3 | Year 2005 | | | |
| | Overtime/Compensatory Records | 1209 | PER 4-1 | Year 2003 | | | |
| | Off-Duty Vehicle Use Summary | 1209 | PER 8-1 | Year 2001 | | | |
| | Monthly Summary To/From Assign. | 1209 | PER 8-2 | Year 2000 | | | |

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

Daniel R. Nelson

Signature

Lieutenant

Title

4/16/07

Date

APR 30 2007

RECORDS MANAGEMENT
DIVISION

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

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MARYLAND STATE POLICE

Reporting Agency

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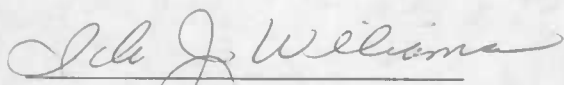
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Original to above address

CENTRAL RECORDS DIVISION

Division or Bureau

| No. | Description of Records | Authorization | For Disposal | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|-----------------------------------|------------------------|--------------|--|---------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 6. | Uniform Crime Reports (UCR Files) | 971-30 | 3005-01 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-02 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-04 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-05 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-06 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-07 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-09 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Shredder |
| | | 971-30 | 3005-10 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-11 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-12 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |
| | | 971-30 | 3005-13 | Jan - Dec | 4 Cubic Ft. | 03-20-07 | Trash |

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


Signature

Division Director

Title

4-2-07

Date

RECEIVED
MAY 24 1967

WME

MAY 24 1967

| | | |
|--------------------------------|--|--|
| Maryland State Police | 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 on left. |
| Reporting Agency | | |
| Planning and research Division | | |
| Division or Unit | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|------------------------|----------|--------------------------------------|-------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1 | MANUAL PROJECTS FILE | 971-02-A-7 | 02-09 | Oct 6, 1998 to Feb 13, 2004 | 0.38 | July 12, 2007 | Recycled |
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I hereby certify that the records listed above were disposed of as indicated.

Thomas L. Hendricks
Signature

Records Manager
Title

July 12, 2007
Date

[Faint, illegible text]

JUL 16 207

MANAGEMENT

[Faint, illegible text]

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
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Reporting Agency

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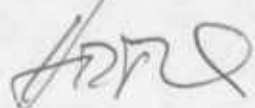
Division or Bureau

Page 7 of 9

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 93 | Safety Equipment Repair Orders | 1209 | OPS 37-4 | June, 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 94 | Disabled Vehicle Daily Log Sheet | 1209 | OPS 38 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 95 | MSP Speed Computer Calibration/Inspection Rpt. | 1209 | OPS 39 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 96 | Driving While Intoxicated Cases - Closed | 1209 | OPS 41-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 97 | Alcohol Influence Summary | 1209 | OPS 41-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 98 | Breath Testing Instrument Report | 1209 | OPS 41-3 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 99 | Alcohol Testing Program Log | 1209 | OPS 41-7 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 100 | Preliminary Breath Test Log | 1209 | OPS 41-11 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 101 | DR-15A Book Issuance Control Ledger | 1209 | OPS 41-13 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 102 | DR-15A - Allied Law Enforcement Agencies | 1209 | OPS 41-14 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 103 | Criminal Arrest Juvenile Detention Log | 1209 | OPS 53 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 104 | Semi-Annual Report on Juveniles | 1209 | OPS 53-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 105 | Monthly UCR Reports | 1209 | OPS 55 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 106 | Property Records (Closed) | 1209 | OPS 56-1* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 107 | Property Record Control Log | 1209 | OPS 56-2 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

1/28/2008

Date

27/11

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Route 175)
 P.O. Box 275
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MARYLAND STATE POLICE

Reporting Agency

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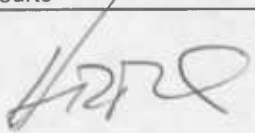
Division or Bureau

Page 8 of 9

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 108 | MSP Installation Property Log | 1209 | OPS 56-3 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 109 | Alarm Log | 1209 | OPS 66 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 110 | Burglar & Telephone Alarm Correspondence | 1209 | OPS 66-1 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 111 | Alarm Record | 1209 | OPS 66-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 112 | K-9 Activities | 1209 | OPS 68 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 113 | K-9 Activity Summary (Form 40) | 1209 | OPS 68-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 114 | K-9 Handlers Daily Activity Report (Form 41) | 1209 | OPS 68-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 115 | Video Tape Logs (Form 83) | 1209 | OPS 69-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 116 | Video Tape Review reports (Form 83R) | 1209 | OPS 69-2 | June, 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 117 | Child Passenger Safety Seat Loaner Program | 1209 | OPS 70 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 118 | Vehicle Search Report (Form MSP 130) | 1209 | OPS 71 | June, 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 119 | Grants | 1209 | OPS 88 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 120 | Federal Agencies | 1209 | LIA 1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 121 | State Courts | 1209 | LIA 2* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 122 | Municipal Courts | 1209 | LIA 3* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

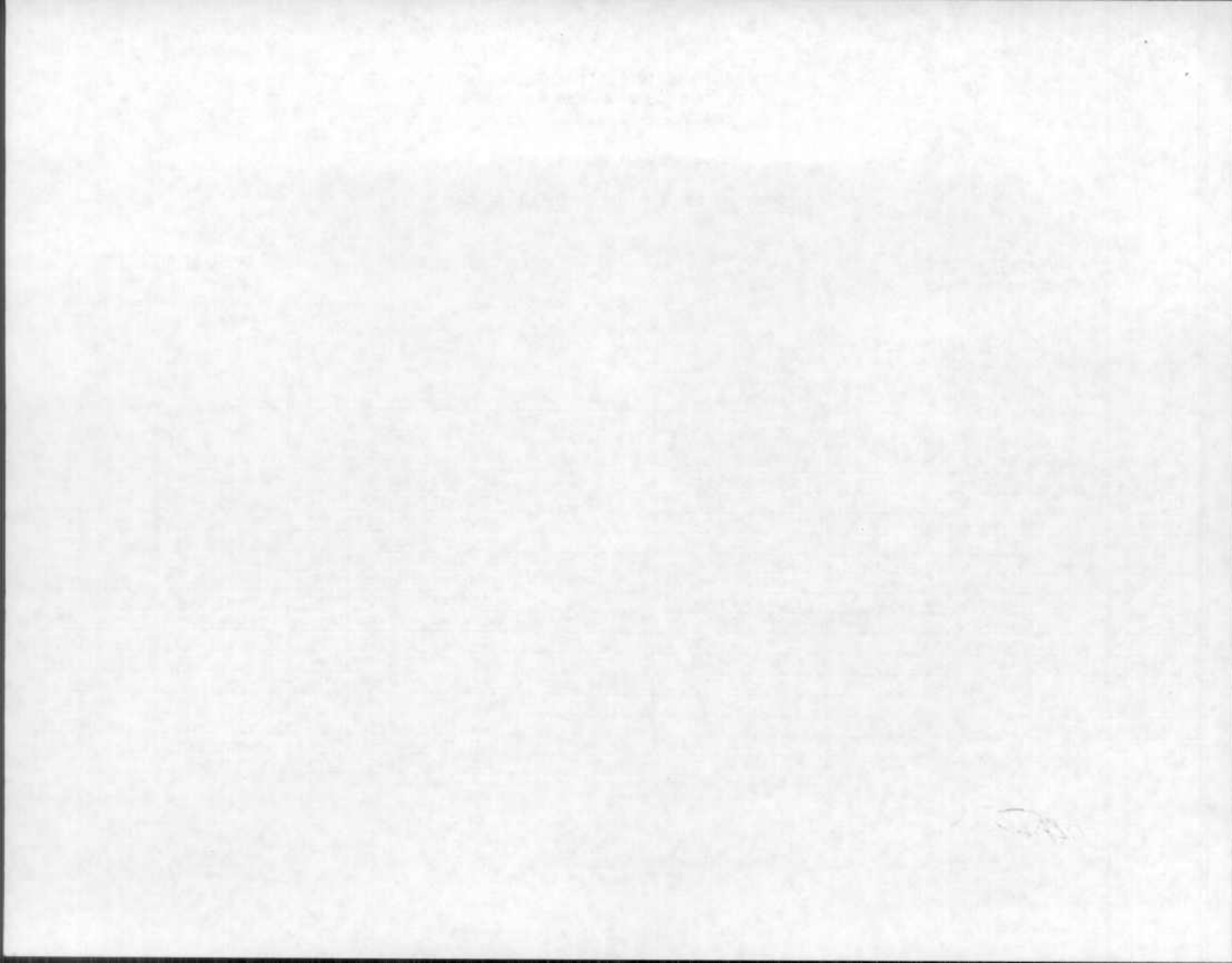
I hereby certify that the above listed records were disposed of as indicated.

DGS 550-2


 Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

1/28/2008
 Date



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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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Division or Bureau

Page 9 of 9

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 123 | County Governments | 1209 | LIA 4* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 124 | Requisition Log | 1209 | SUP 2-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 125 | Motor Vehicle Operation Reports | 1209 | SUP 3-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 126 | Tactical Supplies Inventory - Non-Capital Equipment | 1209 | SUP 5* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 127 | Organizations | 1209 | PR 1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 128 | Press Releases (Local/HQ) | 1209 | PR 2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 129 | Public Inquiries & Requests | 1209 | PR 4* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 130 | Academies and Special Courses | 1209 | TNG 1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 131 | College Programs (on-campus) | 1209 | TNG 2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 132 | Tactical Training | 1209 | TNG 4 | 2004 | | January, 2008 | Incinerated |
| 133 | Ad-Hoc Recommendations | 1209 | TNG 5 | 2006 | | January, 2008 | Incinerated |
| 134 | Medical Status/Medication Report | 1209 | MED 2* | 2004 | | January, 2008 | Incinerated |
| 135 | Duty Related Illness or Injury | 1209 | MED 3* | 2004 | | January, 2008 | Incinerated |
| | | | | | Total: 30 c.f | | |

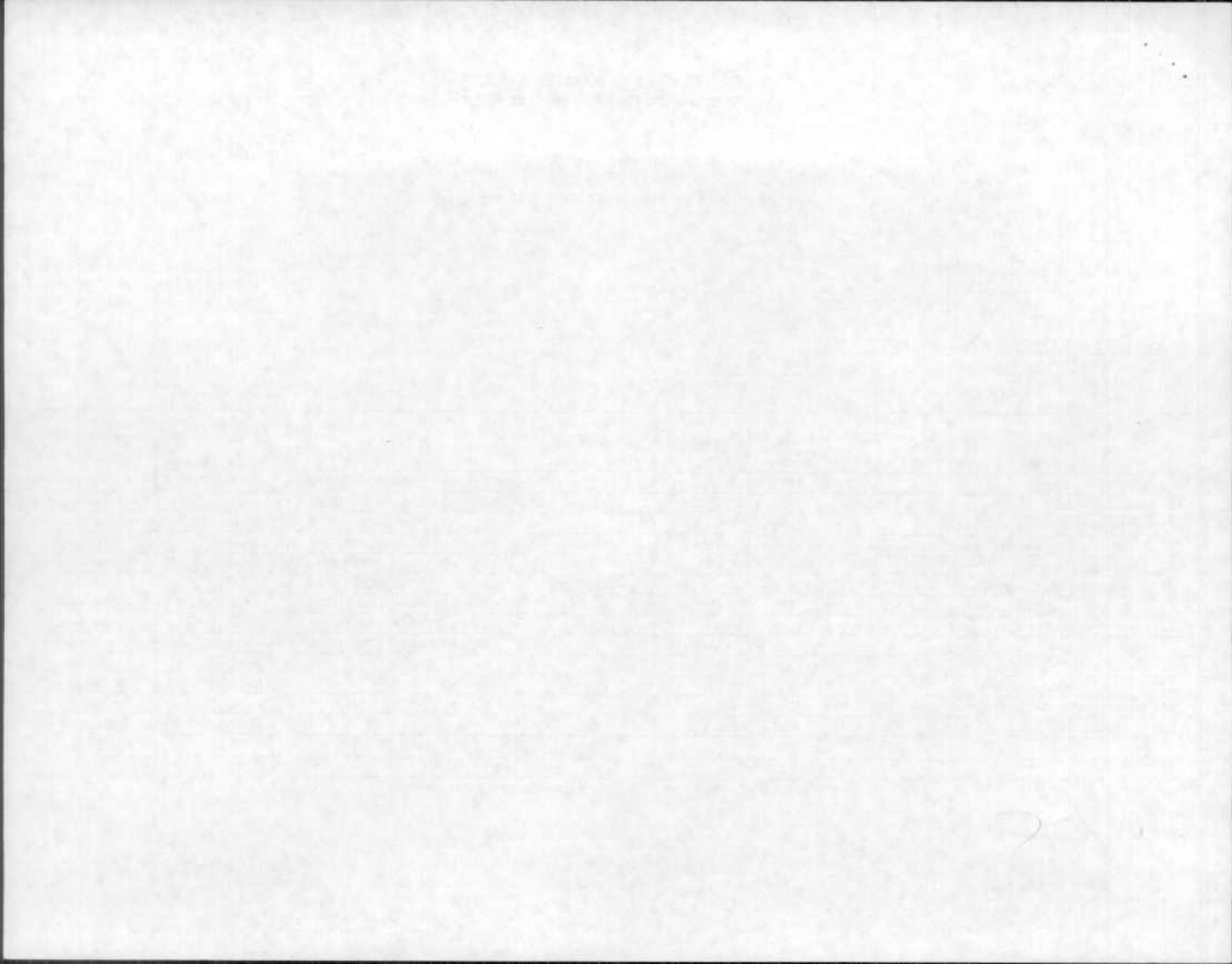
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 Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

1/28/2008
 Date



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 STATE RECORDS MANAGEMENT CENTER
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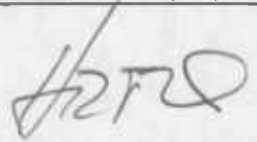
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Page 6 of 9

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|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 78 | Crime Prevention Reports | 1209 | OPS 23-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 79 | Vehicle Inspection Program Reports | 1209 | OPS 23-3 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 80 | Consent to Search & Seize (no contraband seized) | 1209 | OPS 24-4 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 81 | Missing Person Report (Closed) | 1209 | OPS 25-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 82 | Vehicle Reports (Closed) | 1209 | OPS 26-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 83 | Abandoned Motor Vehicle (Closed) | 1209 | OPS 26-3 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 84 | Motor Vehicle Inventory Log | 1209 | OPS 27 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 85 | Tow Truck Service Application (Closed) | 1209 | OPS 28-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 86 | Towing Request Distribution Forms (Form 189) | 1209 | OPS 28-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 87 | Accident Reports | 1209 | OPS 35 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 88 | Detailed Crash Investigation Reports | 1209 | OPS 35-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 89 | Citation Book Issuance Control Ledger | 1209 | OPS 36 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 90 | Traffic Citation Transmittal Form & LE HQ Copy | 1209 | OPS 36-1 | June, 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 91 | Warnings | 1209 | OPS 37 | June, 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 92 | Vehicle Pursuit Review (114) | 1209 | OPS 37-3 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich
 Signature

 Lieutenant/Barrack Commander
 Title

1/28/2008
 Date

1578

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 Waterloo Road (Route 175)
 P.O. Box 275
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Reporting Agency

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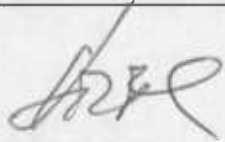
Division or Bureau

Page 3 of 9

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|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 32 | Personnel Counseling (165) | 1209 | PER 5-16* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 33 | Job Observation Records (164/164A) | 1209 | PER 5-51 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 34 | Donation of Sick Leave (201) | 1209 | PER 6-3* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 35 | Personnel Counseling Form (165) | 1209 | PER 6-6* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 36 | Request for Secondary Employment (168) | 1209 | PER 6-9 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 37 | Bilingual Pay Request (220) | 1209 | PER 7* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 38 | Request to Fill Vacancy | 1209 | PER 11-4* | 2003 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 39 | Working Fund | 1209 | FIS 1* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 40 | Invoices Forwarded for Payment | 1209 | FIS 2* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 41 | Budget Requests Authorized | 1209 | FIS 3* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 42 | Capital Equipment Inventory & Improvements | 1209 | FIS 3-1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 43 | Ordnance Equipment Inventory | 1209 | FIS 3-3* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 44 | Tactical Equipment Inventory | 1209 | FIS 3-4* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 45 | Cost Analysis Worksheet (138) | 1209 | FIS 3-5 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 46 | Audit Report | 1209 | FIS 4* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich
 Signature

 Lieutenant/Barrack Commander
 Title

1/28/2008
 Date

12

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

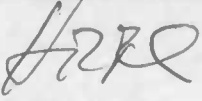
Division or Bureau

Page 4 of 9

| No. | Description of Records Include Title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 47 | Contracts | 1209 | FIS 5-0 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 48 | Sex Offender Registration Log (Form 211) | 1209 | FIS 5-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 49 | Check Accountability Log | 1209 | FIS 6-0 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 50 | Check Accountability Form | 1209 | FIS 6-1* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 51 | Reimbursable Overtime Projects | 1209 | FIS 7-0 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 52 | Motor Vehicle Administration | 1209 | OPS 1* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 53 | Applicant Investigations | 1209 | OPS 2* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 54 | Warrants (closed) | 1209 | OPS 3-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 55 | Warrant Case Assignment Log | 1209 | OPS 3-2 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 56 | Correctional Officers Log | 1209 | OPS 4 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 57 | Special Police Commission Log | 1209 | OPS 5 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 58 | Special Police Commission Invest. File | 1209 | OPS 5-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 59 | Private Detective Log | 1209 | OPS 6 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 60 | Private Investigators File | 1209 | OPS 6-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 61 | Guard Clearance Log | 1209 | OPS 6-2 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 62 | All Other Applicant Investigations Log | 1209 | OPS 7 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

1/28/2008
 Date

1875

1875

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

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83 - PRINCE FREDERICK BARRACK "U"

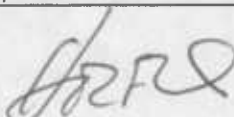
Division or Bureau

Page 5 of 9

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 63 | Aeronautics Log | 1209 | OPS 8 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 64 | Firearms Dealers Log | 1209 | OPS 9 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 65 | Application to Purchase or Transfer Pistol/Revolvers | 1209 | OPS 10 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 66 | Application to Purchase or Transfer Pistol/Revolvers Log | 1209 | OPS 10-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 67 | Handgun Permit Log | 1209 | OPS 11 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 68 | Handgun Permit Application Investigation Form | 1209 | OPS 11-4 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 69 | Firearms Report | 1209 | OPS 12 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 70 | Detention Log | 1209 | OPS 13 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 71 | Criminal and/or Other Summons | 1209 | OPS 15 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 72 | Criminal and/or Other Summons Log | 1209 | OPS 15-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 73 | Criminal and/or other Summons - Closed | 1209 | OPS 15-2 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 74 | MSP Court Notification Log | 1209 | OPS 15-3 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 75 | Secondhand Precious Metals & Gems Dealers Licenses | 1209 | OPS 19 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 76 | Criminal Investigator Caseload Ledger | 1209 | OPS 21-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 77 | Incident Reports - Closed | 1209 | OPS 23 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich
 Signature

Lieutenant/Barrack Commander
 Title

1/28/2008
 Date

Q17A

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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

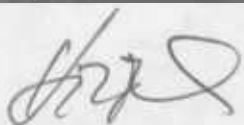
Division or Bureau

Page 2 of 9

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 16 | MILES/NCIC Audit Reports | 1209 | ADM 15 | 2003 to 2005 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 17 | MILES/NCIC Validations | 1209 | ADM 15-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 18 | NCIC Training | 1209 | ADM 15-2 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 19 | MILES/NCIC/CJIS Surveys | 1209 | ADM 15-3 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 20 | Emergency Generator Inspection | 1209 | ADM 16-1 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 21 | Firearms Inventory | 1209 | ADM 17 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 22 | Employee Work & Leave Reports | 1209 | PER 2* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 23 | Employee Payroll Authorization Summary | 1209 | PER 2-1* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 24 | Leave & Duty Schedules | 1209 | PER 3 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 25 | Overtime/Compensatory Time Auth. Record | 1209 | PER 4 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 26 | Performance Evaluations (161) | 1209 | PER 5-1 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 27 | Lost/Damaged Equipment (195) | 1209 | PER 5-2 | 2003 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 28 | Request for Secondary Employment | 1209 | PER 5-9 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 29 | Donation of Sick Leave (201) | 1209 | PER 5-10* | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 30 | Request for Training (9) | 1209 | PER 5-12* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 31 | Inspection Report (152) | 1209 | PER 5-15 | 2006 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich

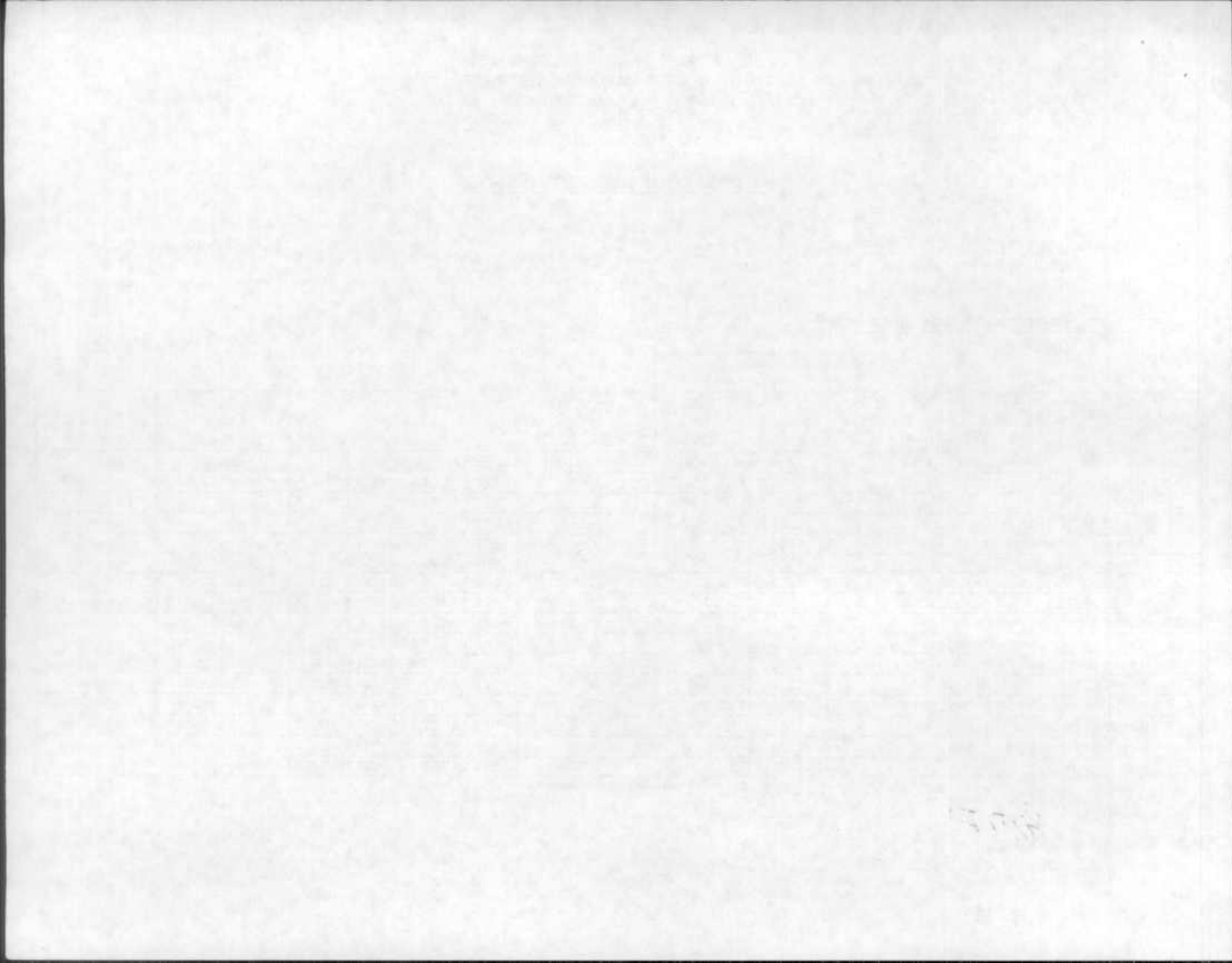
Signature

Lieutenant/Barrack Commander

Title

1/28/2008

Date



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

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

83 - PRINCE FREDERICK BARRACK "U"

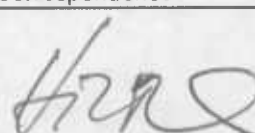
Division or Bureau

Page 1 of 1

| No. | Description of Records Include title and/or Form Number | Authorization for Disposal | | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sched. No. | Item No. | | | | |
| 1 | Records Transmittal & Receipt (DGS 550-5) | 1209 | ADM 1-1* | 1981 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 2 | Certificate of Record Disposal (DGS 550-2) | 1209 | ADM 1-2* | 2007 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 3 | 5-Year Report (DGS 550-6) | 1209 | ADM 1-3* | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 4 | General Orders - Inactive | 1209 | ADM 2* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 5 | Special Orders - Inactive | 1209 | ADM 3-1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 6 | Memoranda - Inactive | 1209 | ADM 4-1* | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 7 | Status Reports | 1209 | ADM 5 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 8 | Energy Conservation | 1209 | ADM 7 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 9 | Statistical Surveys/Reports | 1209 | ADM 8 | 2002 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 10 | Daily Barrack/Radio Logs | 1209 | ADM 9 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 11 | MILES Message Log | 1209 | ADM 10-2 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 12 | Staff Inspections | 1209 | ADM 11 | 2005 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 13 | Command Meeting Minutes | 1209 | ADM 12 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 14 | Local Meeting Minutes | 1209 | ADM 12-1 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |
| 15 | General Agency Correspondence | 1209 | ADM 14 | 2004 | SEE LAST PAGE FOR TOTAL | January, 2008 | Incinerated |

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

DGS 550-2


 Lieutenant H. R. Rich

Signature

Lieutenant/Barrack Commander

Title

1/28/2008

Date



| | | |
|---|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 1 | Certificate of Records Disposal | 1209 | ADM 1-2 | 2006 | .5 | 02/12/08 | Shredded |
| 2 | Status Reports | 1209 | ADM 5 | 2002 | .5 | 02/12/08 | Shredded |
| 3 | Statistical Surveys | 1209 | ADM 8 | 2002 | .5 | 02/12/08 | Shredded |
| 4 | Daily Radio & Barrack Logs | 1209 | ADM 9 | 2004 | .5 | 02/12/08 | Shredded |
| 5 | MILES Message Log | 1209 | ADM 10-2 | 2004 | .5 | 02/12/08 | Shredded |
| 6 | Staff Inspections | 1209 | ADM 11 | 2005 | .5 | 02/12/08 | Shredded |
| 7 | Command Meeting Minutes | 1209 | ADM 12 | 2004 | .5 | 02/12/08 | Shredded |
| 8 | Local Meeting Minutes | 1209 | ADM 12-1 | 2004 | .5 | 02/12/08 | Shredded |
| 9 | General Agency Correspondence | 1209 | ADM 14 | 2004 | .5 | 02/12/08 | Shredded |
| 10 | Employee Work & Leave Reports | 1209 | PER 2 | 2006 | .5 | 02/12/08 | Shredded |
| 11 | Employee Payroll Auth. Summary | 1209 | PER 2-1 | 2006 | .5 | 02/12/08 | Shredded |
| 12 | Leave & Duty Schedules | 1209 | PER 3 | 2006 | .5 | 02/12/08 | Shredded |



Signature

94 / Barrack "W" McHenry

Installation

2/2/08

Date

~~RESTRICTED~~
~~CONFIDENTIAL~~ SECRET

MAR 3 208

~~CONFIDENTIAL~~

| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 13 | Overtime & Compensatory Time | 1209 | PER 4 | 2004 | .5 | 02/12/08 | Shredded |
| 14 | Overtime & Comp. Time, Civilian | 1209 | PER 4-1 | 2004 | .5 | 02/12/08 | Shredded |
| 15 | Reimbursable Overtime Projects | 1209 | PER 4-4 | 2006 | .5 | 02/12/08 | Shredded |
| 16 | Working Fund | 1209 | FIS 1 | 2006 | .5 | 02/12/08 | Shredded |
| 17 | Invoices Forwarded for Payment | 1209 | FIS 2 | 2006 | .5 | 02/12/08 | Shredded |
| 18 | Capital Equipment Inventory & Improvements | 1209 | FIS 3-1 | 2004 | .5 | 02/12/08 | Shredded |
| 19 | Ordnance Equipment - Inventory | 1209 | FIS 3-3 | 2004 | .5 | 02/12/08 | Shredded |
| 20 | Tactical Equipment - Inventory | 1209 | FIS 3-4 | 2004 | .5 | 02/12/08 | Shredded |
| 21 | Cost Analysis Worksheet | 1209 | FIS 3-5 | 2006 | .5 | 02/12/08 | Shredded |
| 22 | Check Accountability Log | 1209 | FIS 6-0 | 2004 | .5 | 02/12/08 | Shredded |
| 23 | Check Accountability Form | 1209 | FIS 6-1 | 2006 | .5 | 02/12/08 | Shredded |
| 24 | Warrants - Closed | 1209 | OPS 3-1 | 2006 | .5 | 02/12/08 | Shredded |



Signature

94 / Barrack "W" McHenry
Installation

2/20/08
Date

~~██████████~~

MAR

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WJG

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| | | |
|---|--|---|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES | PREPARE IN DUPLICATE |
| (Reporting Agency) | RECORDS MANAGEMENT DIVISION | Retain one copy and forward original to address at left |
| 94 / Barrack "W" McHenry (Division or Unit) | 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|--------------------|------------------|--------------------|
| 25 | Warrant Case Assignment Log | 1209 | OPS 3-2 | 2002 | .5 | 02/12/08 | Shredded |
| 26 | Detention Log | 1209 | OPS 13 | 2004 | .5 | 02/12/08 | Shredded |
| 27 | Criminal and/or Other Summons Log | 1209 | OPS 15-1 | 2002 | .5 | 02/12/08 | Shredded |
| 28 | Incident Reports | 1209 | OPS 23 | 2004 | .5 | 02/12/08 | Shredded |
| 29 | Missing Person Report – Closed | 1209 | OPS 25-1 | 2004 | .5 | 02/12/08 | Shredded |
| 30 | Vehicle Report – Closed | 1209 | OPS 26-1 | 2004 | .5 | 02/12/08 | Shredded |
| 31 | Motor Vehicle Inventory Log | 1209 | OPS 27 | 2004 | .5 | 02/12/08 | Shredded |
| 32 | Tow Truck Service Applications | 1209 | OPS 28-1 | 2004 | .5 | 02/12/08 | Shredded |
| 33 | Accident Reports | 1209 | OP 35 | 2004 | .5 | 02/12/08 | Shredded |
| 34 | Detailed Crash Investigation Rpts. | 1209 | OPS 35-1 | 2002 | .5 | 02/12/08 | Shredded |
| 35 | Citation Bk. Issuance Ctrl. Ledger | 1209 | OPS 36 | 2004 | .5 | 02/12/08 | Shredded |
| 36 | Vehicle Pursuit Review | 1209 | OPS 37-3 | 2004 | .5 | 02/12/08 | Shredded |
| 37 | Disabled Vehicle Daily Log Sheet | 1209 | OPS 38 | 2004 | .5 | 02/12/08 | Shredded |

Signature

94 / Barrack "W" McHenry
Installation

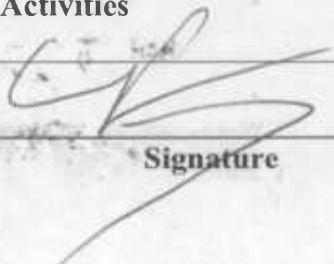
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Date

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ms

| | | |
|---|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |
| | 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|-----------|--------------------------------------|--------------------|------------------|--------------------|
| 38 | Alcohol Influence Summary | 1209 | OPS 41-2 | 2006 | .5 | 02/12/08 | Shredded |
| 39 | Preliminary Breath Test Log | 1209 | OPS 41-11 | 2004 | .5 | 02/12/08 | Shredded |
| 40 | DR-15A Book Issuance Control Ledger | 1209 | OPS 41-13 | 2004 | .5 | 02/12/08 | Shredded |
| 41 | Criminal Arrest Juvenile Detention Log | 1209 | OPS 53 | 2004 | .5 | 02/12/08 | Shredded |
| 42 | Monthly UCR Reports | 1209 | OPS 55 | 2006 | .5 | 02/12/08 | Shredded |
| 43 | Property Records – Closed | 1209 | OPS 56-1 | 2006 | .5 | 02/12/08 | Shredded |
| 44 | Property Record Control Log | 1209 | OPS 56-2 | 2002 | .5 | 02/12/08 | Shredded |
| 45 | MSP Installation Property Log | 1209 | OPS 56-3 | 2002 | .5 | 02/12/08 | Shredded |
| 46 | Alarm Log | 1209 | OPS 66 | 2003 | .5 | 02/12/08 | Shredded |
| 47 | Burglar and Telephone Alarm | 1209 | OPS 66-1 | 2003 | .5 | 02/12/08 | Shredded |
| 48 | Correspondence | 1209 | OPS 66-1 | 2003 | .5 | 02/12/08 | Shredded |
| 49 | K-9 Activities | 1209 | OPS 68 | 2006 | .5 | 02/12/08 | Shredded |


Signature

94 / Barrack "W" McHenry
Installation

2/20/08

Date

[REDACTED]

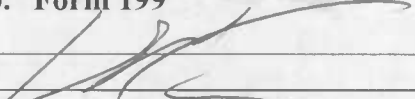
MAR 3 2008

[REDACTED]

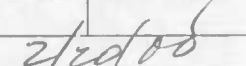
| | | |
|--|---|--|
| Maryland State Police | DEPARTMENT OF GENERAL SERVICES RECORDS MANAGEMENT DIVISION | PREPARE IN DUPLICATE |
| (Reporting Agency) | | Retain one copy and |
| 94 / Barrack "W" McHenry (Division or Unit) | | forward original to address at left |
| 7275 Waterloo Road (Rte. 175) P.O. Box 275, Jessup, MD 20794-0275 | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as Listed on Schedule) | Retention Schedule No. | Item No. | Inclusive Dates of Records Destroyed | Vol. in Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------------------|--------------------------------------|--------------------|------------------|--------------------|
| 50 | Federal Agencies | 1209 | LIA 1 | 2004 | .5 | 02/12/08 | Shredded |
| 51 | State Agencies Excluding Courts | 1209 | LIA 2 | 2004 | .5 | 02/12/08 | Shredded |
| 52 | State Courts | 1209 | LIA 3 | 2004 | .5 | 02/12/08 | Shredded |
| 53 | Municipal Governments | 1209 | LIA 4 | 2004 | .5 | 02/12/08 | Shredded |
| 54 | County Governments\ | 1209 | LIA 5 | 2004 | .5 | 02/12/08 | Shredded |
| 55 | Requisition Log | 1209 | SUP 2-2 | 2005 | .5 | 02/12/08 | Shredded |
| 56 | Motor Vehicle Operation Reports | 1209 | SUP 3-1 | 2006 | .5 | 02/12/08 | Shredded |
| 57 | Organizations | 1209 | PR 1 | 2004 | .5 | 02/12/08 | Shredded |
| 58 | Press Releases | 1209 | PR 2 | 2006 | .5 | 02/12/08 | Shredded |
| 59 | Auxiliary Files | 1209 | PER 5-1 thru 6-50 | As per Rules & Regulations | .5 | 02/12/08 | Shredded |
| 60 | Medical Records | | | | | | |
| | a. Form 175A & 175B | 1209 | | 2006 | .5 | 02/12/08 | Shredded |
| | b. Form 199 | 1209 | | 2004 | .5 | 02/12/08 | Shredded |


Signature

94 / Barrack "W" McHenry
Installation


Date

~~SECRET~~
~~CONFIDENTIAL SECURITY~~
MAR 3 1948
~~SECRET~~

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

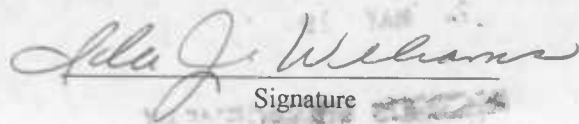
MARYLAND STATE POLICE
Reporting Agency

PREPARE IN DUPLICATE
Retain one copy and forward
Original to above address

CENTRAL RECORDS DIVISION
Division or Bureau

| No. | Description of Records | Authorization | For Disposal | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|--|------------------------|--------------|--|------------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1. | Motor Vehicle Citations | | | | | | |
| | a. Citations and Voided Citations, Transmittal, Tally and Disposition Sheets | 971-30 | 3000 | Jan - Dec 2004 | (3.75 Cubic Ft.) | 03/21/08 | Shredder |
| 2. | Accident Report File | 971-30 | 3001 | Jan - Dec 2002 | | | |
| | a. Microfilm Cartridges | 971-30 | 3001 | Jan - Dec 2002 | 52 Reels 1 Box (18x12) | 03/16/07 | Incinerator |
| | b. Cash receipts Transmittals | 971-30 | 3001 | n/a | n/a | | |
| | c. Monthly Billing Transmittals | 971-30 | 3001 | Jan - Dec 2002 | 1 Box (18x12) | 03/06/08 | Shredder |
| 3. | Accident Negative File - (Non-Fatals) | 971-30 | 3002 | Jan - Dec 2002 | 1 Box (18x12) | 03/06/08 | Shredder |
| 4. | Criminal Investigation Reports | 971-30 | OPS-24 | Jan - Dec 2002 | 56 Cubic Ft. | Continuous | Shredder |
| 5. | Uniform Crime Reporting Correspondence Files | 971-30 | 3004 | Jan - Dec 2005 | 4 Cubic Ft. | 05/02/08 | Shredder |

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


Signature

Division Director
Title

05/12/08
Date

~~RECEIVED~~

MAY 19. *ms*

~~RECEIVED~~ MANAGEMENT
~~OF~~

DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Treasury Building, Rm. 302
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

MARYLAND STATE POLICE

Reporting Agency

PREPARE IN DUPLICATE

Retain one copy and forward
Original to above address

CENTRAL RECORDS DIVISION

Division or Bureau

| No. | Description of Records | Authorization | For Disposal | Inclusive Dates of Records Disposed of | Volume (Cubic Feet) | Date of Disposal | Method of Disposal |
|-----|-----------------------------------|---------------------------|--------------|--|------------------------|---------------------|-----------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 6. | Uniform Crime Reports (UCR Files) | 971-30 | 3005-01 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-02 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-04 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-05 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-06 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-07 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Shredded |
| | | 971-30 | 3005-09 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-10 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-11 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-12 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |
| | | 971-30 | 3005-13 | Jan - Dec | 4 Cubic Ft. | 05-02-08 | Trash |

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


Signature

Division Director
Title

05/12/08
Date

[REDACTED]

MAY 19 - *208*

RECORDS MANAGEMENT
[REDACTED]

| | | |
|--------------------------------|--|--|
| Maryland State Police | 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 on left. |
| Reporting Agency | | |
| Planning and Research Division | | |
| Division or Unit | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|-------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1 | MANUAL PROJECTS FILE | 971-02-A-7 | 02-09 | Nov 9, 2004 to Jan 31, 2005 | 0.8 | April 22, 2008 | Recycled |
| | | | | | | | |
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I hereby certify that the records listed above were disposed of as indicated.

Thomas L. Vondersmith, Jr.

Signature

Administrator
Title

April 22, 2008

Date

4/08

Memo

To: Mr. Thomas Vondersmith
From: Karin Lott
Date: May 15, 2008
Subject: Certificate of Records Disposal

Enclosed are the certificates we receive in the mail, for files that were destroyed in your office on May 12, 2008. We need the original certificates with the original signature as stated on the DGS 550-2 form. If the form is available please mail to the Records Center at your convenience. Thank you.

*As requested
enclosed are
2 original signatures
DGS 550-2
forms*

EW

mm



MAY 22 2008

RECORDS MANAGEMENT
FBI

| | | |
|------------------------------|--|--|
| Maryland State Police | 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 on left. |
| Reporting Agency | | |
| Planning & Research Division | | |
| Division or Unit | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|------------------------|----------|--------------------------------------|----------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1 | COMAR Projects File Project number prefaced by a C or G | 971-02-A-7 | 02-02 | 1-30-97 to 2-24-97 | 0.4 | May 8, 2008 | Recycled |
| 2 | Major Project File Project number prefaced by a P | 971-02-A-7 | 02-07 | 7-16-96 | 0.01 | May 8, 2008 | Recycle |
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I hereby certify that the records listed above were disposed of as indicated.

Thomas L. Anderson
Signature _____ Title Recorder Date May 8, 2008
Morgan

[Illegible stamp]

MAY 22 *ms*

RECORDS MANAGEMENT
[Illegible stamp]

| | | |
|------------------------------|--|--|
| Maryland State Police | 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 on left. |
| Reporting Agency | | |
| Planning & Research Division | | |
| Division or Unit | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|------------------------|----------|--------------------------------------|-------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| 1 | General Projects File Project number prefaced by G | 971-02-A-7 | 02-06 | 11-26-97 to 6-4-04 | 1.5 | May 12, 2008 | Recycled |
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I hereby certify that the records listed above were disposed of as indicated.

Thomas L. Underwood
Signature

Administrator
Title

May 24, 2008
Date

~~CONFIDENTIAL~~

MAY 22 *WS*

RECORDS MANAGEMENT
SECTION

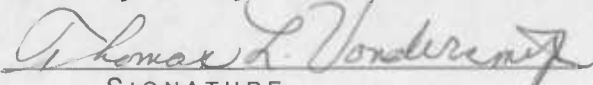
| | | |
|------------------------------|--|--|
| <i>Maryland State Police</i> | State Records Center Dept of General Services 7275 Waterloo Road P.O. Box 275 Jessup MD 20794-0275 (410) 799-1379 | PREPARE IN DUPLICATE Retain one copy and forward original to address at left |
| REPORTING AGENCY | | |
| PLANNING & RESEARCH | | |
| DIVISION / UNIT | | |

CERTIFICATE OF RECORDS DISPOSAL

| No. | DESCRIPTION OF RECORDS (FROM SCHEDULE FORM) [FORMAT: PAPER, FILM, DISK, ETC] | AUTHORIZATION* | | INCLUSIVE DATES OF RECORDS | VOLUME (FT ³) (BOXES) | DATE OF DISPOSAL | DISPOSAL METHOD (TRASH, SHRED, BURN, ETC) |
|-----|--|----------------|-------|-------------------------------|---|------------------|--|
| | | SCHEDULE # | ITEM | | | | |
| 1. | Manual revision project - the project numbers all begin with P and are: 1840, 1842, 1847-1850, 1861, 1870, 1878, 1880, 1888, 1889, 1891, 1892, 1894 to 1896, 1898, 1899, 1901 to 1904, 1907, 1911 to 1914, 1918, 1923, 1924, 1933. | 971-02-A8 | 02-09 | 8-18-04 to 8-31-05 | 0.5 | 10-10-08 | Shred |
| 2. | Forms Projects – All projects start with an F, the Project numbers are: 599-637 | 971-02-A8 | 02-05 | 2-10-03 to 10-3-03 | 0.5 | 10-10-08 | Shred |
| 3. | General Projects – all general project numbers start with a "G." The project numbers are: G-992 | 971-02-A8 | 02-06 | April 2, 2000 | .01 | 10-10-08 | Shred |
| 4. | | | | | | | |
| 5. | | | | | | | |
| 6. | | | | | | | |
| 7. | | | | | | | |
| 8. | | | | | | | |
| 9. | | | | | | | |

*RECORDS MUST BE LISTED ON AN AUTHORIZED SCHEDULE, DGS 550-1, AND MEET RETENTION REQUIREMENTS BEFORE DISPOSAL IS ALLOWED.

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


Records Manager
October 14, 2008
 SIGNATURE TITLE DATE

OCT 15 1977 *ms*

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police/Technical Services Division/Police Records Center
DEPARTMENT/AGENCY/DIVISION/SECTION

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|----------------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 85 | Background Investigation Records | C-680 | 306-2 | 1996-98 | PSD | 2 | 2/9/2006 |
| 86 | Employee Seperation Records | C-680 | 306-34 | 1996-98 | PSD | 1 | 2/9/2006 |
| 87 | Traffic Stop Records | C-680 | 307-34 | 2006 | TSD | 4 | 2/22/2007 |
| 88 | Traffic Stop Records | C-680 | 307-34 | 2005 | TSD | 6 | 2/22/2007 |
| 89 | Property Records | C-680 | 308-19 | 2001 | TSD | 4 | 2/28/2007 |
| 90 | Traffic Stop Records | C-680 | 307-34 | 2006 | TSD | 6 | 2/28/2007 |
| 91 | Traffic Stop Records | C-680 | 307-34 | 2005 | TSD | 3 | 2/28/2007 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: NA ACCOUNT: NA CENTER: NA
J. N. Sfondouris Director 02/28/07 
 SIGNATURE TITLE DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER
 SIGNATURE TITLE DATE

~~RECEIVED~~

MAR 2 2007

~~RECEIVED~~

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police/Technical Services Division/Police Records Center

DEPARTMENT/AGENCY/DIVISION/SECTION

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|--------------------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 64 | Reports/Statistics Records | C-680 | 301-24 | 2005 | CID | 1 | 5/10/2006 |
| 65 | Vehicle Impound Records | C-680 | 307-35 | 1993-95 | TSD | 7 | 4/27/2006 |
| 66 | Teletype Records | C-680 | 302-19 | 2001-02 | TSD | 6 | 4/20/2006 |
| 67 | Warning Notices | C-680 | 307-34 | 2005 | TSD | 1 | 4/20/2006 |
| 68 | Background Investigation Records | C-680 | 306-2 | 1996 | PSD | 19 | 4/14/2006 |
| 69 | Reports Transmittal Records | C-680 | 301-25 | 2002 | PRC | 1 | 4/12/2006 |
| 70 | Printout Records | C-680 | 301-9 | 2003 | Dist. 1 | 14 | 4/14/2006 |
| 71 | Child Abuse/Vulnerable Cases(Closed) | C-680 | 307-11 | 1993-98 | CID | 42 | 4/17/2006 |
| 72 | Traffic Stop Records | C-680 | 307-42 | 2004 | TSD | 12 | 4/6/2006 |
| 73 | Traffic Books | C-680 | 307-42 | 2002-06 | TSD | 5 | 4/6/2006 |
| 74 | Correspondence Records | C-680 | 301-6 | 2004 | PRC | 1 | 4/5/2006 |
| 75 | Polaroid Photos (Duplicates) | C-680 | 307-42 | 1987 | Dist. 1 | 1 | 4/5/2006 |
| 76 | Incident Reports | C-680 | 302-7 | 2002-06 | Dist. 1 | 8 | 4/5/2006 |
| 77 | Payroll Records | C-680 | 305-11 | 2005-06 | Dist. 1 | 2 | 4/5/2006 |
| 78 | Reports/Statistics Records | C-680 | 301-24 | 2004 | Dist. 1 | 1 | 4/5/2006 |
| 79 | Prisoner Property Records | C-680 | 308-14 | 2004 | Dist. 1 | 1 | 4/5/2006 |
| 80 | Correspondence Records | C-680 | 301-6 | 1999-01 | Dist. 1 | 3 | 4/5/2006 |
| 81 | Internal Investigation Records | C-680 | 306-15 | 2000-01 | IAD | 2 | 3/15/2006 |
| 82 | Project Records | C-680 | 301-22 | 2004 | PRC | 1 | 3/28/2006 |
| 83 | Reports/Statistics Records | C-680 | 301-24 | 1998-04 | CID | 9 | 2/21/2006 |
| 84 | Petition Records | C-680 | 307-42 | 2004-05 | PRC | 1 | 2/14/2006 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: NA ACCOUNT: NA CENTER: NA
J. N. Sfondouris Director 02/28/07
 SIGNATURE TITLE DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

SIGNATURE TITLE DATE

GEORGE BROWN
RECORDS SECTION
MAY 10 1964

RECORDS SECTION
MAY 10 1964

~~CONFIDENTIAL~~

MAR 6 - 707

RECORDS SECTION
MAY 10 1964

MAY 10 1964

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

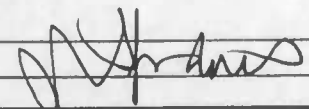
Prince George's County Police/Technical Services Division/Police Records Center
DEPARTMENT/AGENCY/DIVISION/SECTION

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|--------------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 43 | Prisoner Property Records | C-680 | 308-14 | 2005 | Dist. 1 | 1 | 12/13/2006 |
| 44 | Traffic Stop Records | C-680 | 307-34 | 2005 | TSD | 37 | 12/13/2006 |
| 45 | Traffic Stop Records | C-680 | 307-34 | 2006 | TSD | 43 | 12/13/2006 |
| 46 | Property Records | C-680 | 308-19 | 1992-99 | Dist. 1 | 1 | 10/27/2006 |
| 47 | Incident Reports | C-680 | 302-7 | 2004 | Dist. 1 | 1 | 11/21/2006 |
| 48 | Payroll Records | C-680 | 305-11 | 2005 | Dist. 1 | 3 | 11/21/2006 |
| 49 | Payroll Records | C-680 | 305-11 | 2004 | Dist. 1 | 2 | 10/19/2006 |
| 50 | Payroll Records | C-680 | 305-11 | 2005 | Dist. 1 | 2 | 10/19/2006 |
| 51 | Incident Records | C-680 | 302-7 | 2006 | Dist. 1 | 6 | 10/19/2006 |
| 52 | Prisoner Log Records | C-680 | 302-16 | 2003 | Dist. 1 | 1 | 10/19/2006 |
| 53 | Prisoner Property Records | C-680 | 308-14 | 2004 | Dist. 1 | 1 | 10/19/2006 |
| 54 | Incident Records | C-680 | 307-23 | 1971-73 | TSD | 239 | 10/19/2006 |
| 55 | Payroll Records | C-680 | 305-11 | 2004 | TSD | 1 | 10/19/2006 |
| 56 | Criminal Investigation Records | C-680 | 307-11 | 1991-01 | Dist. 1 | 14 | 8/22/2006 |
| 57 | Incident Reports | C-680 | 302-7 | 2005-06 | Dist. 1 | 22 | 8/18/2006 |
| 58 | Reports/Statistics | C-680 | 301-24 | 1987-95 | Dist. 1 | 1 | 8/18/2006 |
| 59 | Reports/Statistics | C-680 | 301-24 | 2005 | Dist. 1 | 8 | 8/18/2006 |
| 60 | Internal Investigation Records | C-680 | 306-15 | 2001-03 | IAD | 2 | 5/26/2006 |
| 61 | Subpoena Records | C-680 | 301-2 | 2005 | TSD | 1 | 6/6/2006 |
| 62 | Telecommunications Records | C-680 | 302-19 | 1998 | PRC | 7 | 5/10/2006 |
| 63 | Summons Records | C-680 | 301-9 | 2003-05 | CID | 2 | 5/10/2006 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: NA ACCOUNT: NA CENTER: NA

J. N. Sfondouris Director 02/28/07



SIGNATURE TITLE DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

TITLE

DATE

UNITED STATES
FOREST SERVICE
WASHINGTON, D. C.

MAR 6 - 2017

WOODS MANAGEMENT
PROGRAM

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police/Technical Services Division/Police Records Center
DEPARTMENT/AGENCY/DIVISION/SECTION

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|--------------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 1 | Prisoner Property Records | C-680 | 308-14 | 2004-05 | Dist. 4 | 2 | 2/22/2007 |
| 2 | Incident Reports | C-680 | 302-7 | 2005-06 | Dist 2 | 3 | 2/22/2007 |
| 3 | Correspondence Records | C-680 | 301-6 | 2005 | Dist 2 | 1 | 2/22/2007 |
| 4 | Communications Logs | C-680 | 307-42 | 1977-85 | TSD | 12 | 2/7/2007 |
| 5 | Employment Application Records | C-680 | 306-9 | 1985 | PSD | 1 | 2/7/2007 |
| 6 | Employment Application Records | C-680 | 306-9 | 1988 | PSD | 1 | 2/7/2007 |
| 7 | Traffic Stop Records | C-680 | 307-34 | 2002-03 | TSD | 5 | 2/7/2007 |
| 8 | Teletype Records | C-680 | 302-19 | 2000-01 | TSD | 5 | 2/7/2007 |
| 9 | Traffic Citation Records | C-680 | 307-34 | 2002 | TSD | 1 | 2/7/2007 |
| 10 | Crime Scene Negatives | C-680 | 307-28 | 1980-81 | TSD | 5 | 2/7/2007 |
| 11 | Reports Transmittal Records | C-680 | 301-25 | 2005 | TSD | 3 | 2/7/2007 |
| 12 | Accident Records | C-680 | 307-34 | 2003 | TSD | 4 | 2/6/2007 |
| 13 | Incident Reports | C-680 | 302-7 | 2000-07 | Dist. 4 | 18 | 2/6/2007 |
| 14 | Reports / Statistics Rcord | C-680 | 301-24 | 2005 | Dist. 4 | 1 | 2/6/2007 |
| 15 | Prisoner Property Records | C-680 | 308-14 | 2003 | Dist. 4 | 1 | 2/6/2007 |
| 16 | Printout Records | C-680 | 301-21 | 2006 | Dist. 4 | 2 | 2/6/2007 |
| 17 | Accident Reports | C-680 | 302-1 | 2006 | Dist. 4 | 2 | 2/6/2007 |
| 18 | Accident Reports | C-680 | 302-1 | 2002 | Dist. 4 | 2 | 2/6/2007 |
| 19 | Payroll Records | C-680 | 305-11 | 1994-05 | Dist. 4 | 10 | 2/6/2007 |
| 20 | Forms Files | C-680 | 301-12 | 2005 | Dist. 4 | 1 | 2/6/2007 |
| 21 | Reports/Statistics | C-680 | 301-24 | 2005 | Dist. 4 | 1 | 2/6/2007 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: NA ACCOUNT: NA CENTER: NA
J. N. Sfondouris Director 02/28/07
 SIGNATURE TITLE DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

 TITLE DATE

THE UNIVERSITY OF CHICAGO
LIBRARY

MAR 6 - 2017

UNIVERSITY OF CHICAGO
LIBRARY

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police/Technical Services Division/Police Records Center
DEPARTMENT/AGENCY/DIVISION/SECTION

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|------------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 22 | Property Records | C-680 | 308-19 | 2000-01 | Dist. 4 | 1 | 2/6/2007 |
| 23 | Police Dissemination Records | C-680 | 307-30 | 2003 | TSD | 1 | 2/6/2007 |
| 24 | Reports/Statistics | C-680 | 301-24 | 2006 | TSD | 1 | 2/6/2007 |
| 25 | Correspondence Records | C-680 | 301-6 | 2006 | TSD | 2 | 2/6/2007 |
| 26 | Security Records | C-680 | 301-26 | 2006 | TSD | 1 | 2/6/2007 |
| 27 | Reports/Statistics | C-680 | 301-24 | 2003 | TSD | 1 | 2/6/2007 |
| 28 | Prisoner Inmate Records | C-680 | 301-30 | 2004-05 | TSD | 1 | 2/6/2007 |
| 29 | Project Records | C-680 | 301-22 | 2004-05 | TSD | 1 | 2/6/2007 |
| 30 | Condition Reports | C-680 | 307-7 | 2006 | TSD | 1 | 2/6/2007 |
| 31 | Insurance Records | C-680 | 301-13 | 2006 | TSD | 1 | 2/6/2007 |
| 32 | Ride Along Records | C-680 | 307-31 | 2003 | TSD | 1 | 2/6/2007 |
| 33 | Subpoena Records | C-680 | 301-9 | 2006 | TSD | 1 | 2/6/2007 |
| 34 | Expungement Records | C-680 | 307-13 | 2003 | TSD | 8 | 2/6/2007 |
| 35 | Youth Field Reports | C-680 | 307-41 | 2000 | TSD | 1 | 2/5/2007 |
| 36 | Revenue Records | C-680 | 305-17 | 2005 | TSD | 1 | 1/19/2007 |
| 37 | Vehicle Tow Records | C-680 | 308-25 | 2003 | TSD | 55 | 11/13/2007 |
| 38 | Visitor Records | C-680 | 301-29 | 2006 | TSD | 1 | 12/28/2007 |
| 39 | Payroll Records | C-680 | 305-11 | 1995-02 | Dist. 1 | 4 | 12/28/2007 |
| 40 | Payroll Records | C-680 | 305-11 | 1998-04 | CID | 4 | 12/18/2006 |
| 41 | Incident Records | C-680 | 302-7 | 2005 | Dist. 1 | 4 | 12/13/2006 |
| 42 | Payroll Records | C-680 | 305-11 | 2005 | Dist. 1 | 2 | 12/13/2006 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: NA ACCOUNT: NA CENTER: NA

J. N. Sfoudouris Director 02/28/07

SIGNATURE TITLE DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

SIGNATURE

TITLE

DATE

~~RECEIVED~~

MAR 6 - 2007

~~RECEIVED~~

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police
DEPARTMENT/AGENCY

Technical Services Division
DIVISION

Page 4

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|-----------------------------|----------------------------|--------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 70 | Teletype Records | C-1022 | 302-22 | 2005-2007 | ATU | 4 | 4/16/2007 |
| 71 | Incident Reports | C-1022 | 302-11 | 2006-2007 | ATU | 8 | 4/16/2007 |
| 72 | Arrest Reprints | C-1022 | 302-30 | 2007 | Dist. 5 | 1 | 2/8/2008 |
| 73 | Incident Reports | C-1022 | 302-11 | 2001-2008 | Dist. 4 | 31 | 2/8/2008 |
| 74 | Arrest Reports | C-1022 | 302-3 | 2004 | Dist. 4 | 1 | 2/8/2008 |
| 75 | Reports/Statistics Records | C-1022 | 301-27 | 2007 | Dist. 4 | 2 | 2/8/2008 |
| 76 | Reports Transmittal Records | C-1022 | 301-28 | 2002 | Dist. 4 | 3 | 2/8/2008 |
| 77 | Accident Reports | C-1022 | 301-1 | 2007 | Dist. 4 | 3 | 2/8/2008 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: N/A Account: N/A CENTER: N/A

[Handwritten Signature] *4-3-08*

SIGNATURE _____ TITLE: Police Records Manager

DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

SIGNATURE

TITLE

DATE

~~XXXXXXXXXXXX~~
NAME
XXXXXXXXXX 8-2008
~~XXXXXXXXXXXX~~

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

715 CP

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police
DEPARTMENT/AGENCY

Technical Services Division
DIVISION

Page 1

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|-------------------------------|----------------------------|------------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 1 | Incident Reports | C-1022 | 302-11 | 2001-2007 | Dist. 4 | 9 | 4/16/2007 |
| 2 | Closed Misdemeanor Cases | C-1022 | 307-12 | 1999-2000 | Dist. 4 | 5 | 4/16/2007 |
| 3 | Incident Reports | C-1022 | 302-11 | 2005-2006 | Dist. 4 | 4 | 4/16/2007 |
| 4 | Payroll Records | C-1022 | 305-11 | 2006 | Dist. 4 | 1 | 4/17/2007 |
| 5 | Citation Records | C-1022 | 307-39(3) | 2003 | TSD | 7 | 4/17/2007 |
| 6 | Redlight Violation Records | C-1022 | 307-39(8) | 2001-2003 | TSD | 11 | 4/17/2007 |
| 7 | Adult Patrol Negative Records | C-1022 | 307-32(2) | 1991-1996 | TSD | 2 | 4/25/2007 |
| 8 | Teletype Records | C-1022 | 302-22 | 1998 | TSD | 12 | 4/25/2007 |
| 9 | Incident Reports | C-1022 | 302-11 | 1988 | NED | 2 | 4/25/2007 |
| 10 | Correspondence Records | C-1022 | 301-6 | 1985-1988 | NED | 2 | 4/25/2007 |
| 11 | Incident Reports | C-1022 | 302-11 | 1991 | NED | 1 | 4/25/2007 |
| 12 | Arrest Reports | C-1022 | 302-3 | 1988-1991 | NED | 2 | 4/25/2007 |
| 13 | Adult Photo Negative Records | C-1022 | 307-32(2) | 1991-1996 | TSD | 2 | 4/30/2007 |
| 14 | Teletype Records | C-1022 | 302-22 | 2003 | TSD | 10 | 5/14/2007 |
| 15 | Payroll Records | C-1022 | 305-11 | 2000-2003 | SOD | 6 | 5/21/2007 |
| 16 | Correspondence Records | C-1022 | 306-1 | 1992-2005 | SOD | 5 | 5/21/2007 |
| 17 | Reports Transmittal Records | C-1022 | 301-28 | 1995-1998 | SOD | 1 | 5/21/2007 |
| 18 | Payroll Records | C-1022 | 305-11 | 2005 | TSD | 2 | 5/1/2007 |
| 19 | Warning Notices | C-1022 | 307-39(11) | 2006 | TSD | 4 | 5/23/2007 |
| 20 | Reports/Statistics Records | C-1022 | 301-27 | 2004 | TSD | 3 | 5/30/2007 |
| 21 | Projects Records | C-1022 | 301-22 | 1995-2001 | TSD | 2 | 3/22/2007 |
| 22 | Warrants Records | C-1022 | 307-39 | 2006 | TSD | 2 | 6/8/2007 |
| 23 | Teletype Records | C-1022 | 302-22 | 1970-1981 | TSD | 1 | 6/9/2007 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: N/A Account: N/A CENTER: N/A

[Signature] 4-3-08

SIGNATURE TITLE Police Records Manager DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

SIGNATURE TITLE DATE

APR 8

WJ

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police

Technical Services Division

DEPARTMENT/AGENCY

DIVISION

Page 2

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|--------------------------------|----------------------------|-----------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 24 | Property Records | C-1022 | 308-19 | 1989-2002 | TSD | 10 | 9/25/2007 |
| 25 | Internal Investigation Records | C-1022 | 306-14 | 1974-2004 | OPR | 20 | 9/13/2007 |
| 26 | Adult/Photo Negative Records | C-1022 | 307-32(2) | 1999-1996 | TSD | 104 | 4/25/2007 |
| 27 | Audio/Video Tapes (Green) | C-1022 | 302-6 | 2000-2003 | TSD | 14 | 8/30/2007 |
| 28 | Property Records | C-1022 | 308-19 | 1989-2002 | TSD | 2 | 8/30/2007 |
| 29 | Property Records | C-1022 | 308-19 | 1989-2002 | TSD | 3 | 10/9/2007 |
| 30 | Property Records | C-1022 | 308-19 | 1996-2002 | TSD | 1 | 10/19/2007 |
| 31 | Property Records | C-1022 | 308-19 | 1992-2002 | TSD | 4 | 10/20/2007 |
| 32 | Internal Investigation Records | C-1022 | 306-14 | 1999-2003 | OPR | 16 | 12/28/2007 |
| 33 | Payroll Records | C-1022 | 305-11 | 2006 | TSD | 2 | 12/28/2007 |
| 34 | Property Records | C-1022 | 308-19 | 1996-2002 | TSD | 6 | 1/10/2008 |
| 35 | Insurance Records | C-1022 | 301-16 | 2007 | TSD | 1 | 1/30/2008 |
| 36 | Statistics Records | C-1022 | 301-27 | 2007 | TSD | 1 | 1/30/2008 |
| 37 | Security Records | C-1022 | 301-29 | 2007 | TSD | 1 | 1/30/2008 |
| 38 | Correspondence Records | C-1022 | 301-6 | 2007 | TSD | 1 | 1/30/2008 |
| 39 | Subpoena Records | C-1022 | 301-10 | 2007 | TSD | 1 | 1/30/2008 |
| 40 | Subpoena Records | C-1022 | 301-3 | 2007 | TSD | 11 | 1/30/2008 |
| 41 | Expungment Records | C-1022 | 307-16 | 2004 | TSD | 8 | 1/30/2008 |
| 42 | Ride Along Records | C-1022 | 307-35 | 2004 | TSD | 1 | 1/30/2008 |
| 43 | Police Dissemination Records | C-1022 | 307-34 | 2005 | TSD | 2 | 1/30/2008 |
| 44 | Revenue Records | C-1022 | 305-17 | 2006 | TSD | 1 | 1/30/2008 |
| 45 | Offender Registration Records | C-1022 | 307-30 | 1995-2006 | TSD | 4 | 1/30/2008 |
| 46 | Vehicle Tow Records | C-1022 | 308-25 | 2004 | TSD | 100 | 1/24/2008 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.
CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: N/A Account: N/A CENTER: N/A

[Handwritten Signature] 4-3-08

SIGNATURE TITLE Police Records Manager DATE

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

RECORDS CENTER MANAGER

SIGNATURE TITLE DATE

[REDACTED]

APR 8 *ms*

[REDACTED]

**PRINCE GEORGE'S COUNTY
OFFICE OF CENTRAL SERVICES
RECORDS MANAGEMENT**

CERTIFICATE OF RECORDS DISPOSAL

Prince George's County Police

Technical Services Division

DEPARTMENT/AGENCY

DIVISION

Page 3

| RECORDS CENTER BOX # | DESCRIPTION OF RECORDS | AUTHORIZATION FOR DISPOSAL | | INCLUSIVE DATES RECORDS DESTROYED | RECORDS CENTER LOCATION | VOLUME (Cubic Feet) | DATE OF DISPOSAL |
|----------------------|----------------------------------|----------------------------|-------------|-----------------------------------|-------------------------|---------------------|------------------|
| | | RETENTION SCHED NO. | ITEM # | | | | |
| 47 | Vehicle Impound/Release Records | C-1022 | 307-40 | 2004 | TSD | 11 | 1/24/2008 |
| 48 | Adult Photo Negative Records | C-1022 | 307-32 | 1982 | TSD | 2 | 1/24/2008 |
| 49 | Traffic Citation Records | C-1022 | 307-39 | 2004 | TSD | 8 | 1/24/2008 |
| 50 | Teletype Records | C-1022 | 302-22 | 2004 | TSD | 22 | 1/24/2008 |
| 51 | Background Investigation Records | C-1022 | 306-2 | 2002 | PPD | 60 | 1/24/2008 |
| 52 | Teletype Records | C-1022 | 302-22 | 2003-2005 | TSD | 20 | 1/24/2008 |
| 53 | Permit Records | C-1022 | 301-22 | 2008 | FARU | 20 | 1/24/2008 |
| 54 | Incident Reports | C-1022 | 302-11 | 2005-2008 | Dist. 5 | 25 | 2/4/2008 |
| 55 | Payroll Records | C-1022 | 305-11 | 2005 | Dist. 5 | 4 | 2/4/2008 |
| 56 | Property Records | C-1022 | 308-19 | 2005 | Dist. 5 | 3 | 2/4/2008 |
| 57 | Reports/Statistics Records | C-1022 | 301-27 | 2006-2007 | Dist. 5 | 4 | 2/4/2008 |
| 58 | Payroll Records | C-1022 | 305-11 | 2006 | TSD | 2 | 1/23/2008 |
| 59 | Accident Records | C-1022 | 307-39(11) | 2004 | TSD | 4 | 1/23/2008 |
| 60 | Property Records | C-1022 | 308-19 | 2003 | TSD | 6 | 1/23/2008 |
| 61 | Motor Vehicle Cases | C-1022 | 307-12 (15) | 1998-2003 | FMU | 30 | 1/23/2008 |
| 62 | Payroll Records | C-1022 | 305-11 | 2005-2006 | Dist. 1 | 2 | 1/23/2008 |
| 63 | Incident Reports | C-1022 | 302-11 | 2005 | Dist. 1 | 1 | 1/23/2008 |
| 64 | Property Records | C-1022 | 308-19 | 1996-2000 | Dist. 1 | 2 | 1/23/2008 |
| 65 | Prisoner Property Records | C-1022 | 308-14 | 2007 | Dist. 1 | 1 | 1/23/2008 |
| 66 | Incident Reports | C-1022 | 302-11 | 2005-2007 | Dist. 1 | 17 | 1/23/2008 |
| 67 | Payroll Records | C-1022 | 305-11 | 2000-2005 | CID | 4 | 1/23/2008 |
| 68 | Teletype Records | C-1022 | 302-22 | 2006-2007 | CID | 3 | 1/23/2008 |
| 69 | Misdemeanor Cases | C-1022 | 307-12 | 2002 | CID | 1 | 1/23/2008 |

I ACKNOWLEDGE THAT THE RECORDS LISTED ARE TO BE DISPOSED OF IMMEDIATELY IN ACCORDANCE WITH THIS AGENCY'S RETENTION SCHEDULE.

CHARGE THE FOLLOWING ACCOUNT FOR THE EXPENSE INCURRED AS A RESULT OF THIS ACTION.

FUND: N/A Account: N/A CENTER: N/A

[Handwritten Signature] *4-3-08*

SIGNATURE _____ TITLE Police Records Manager DATE _____

I HEREBY CERTIFY THAT THE ABOVE LISTED RECORDS WERE DISPOSED OF AS INDICATED.

SIGNATURE _____ TITLE _____ DATE _____

RECORDS CENTER MANAGER



APR 8 - 28

MANAGEMENT
COUNCIL

Westminster Police Department

Reporting Agency

Records Division

Division or Unit

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 copy and
forward original to
address at left.

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 For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|---|-------------------------------|---------------------|-----------------------|
| | | Retention Sch. No. | Item No. | | | | |
| 13 | CITY TICKETS (unpaid) *City Ticket log book | M-42 | 19 | 2001-2002 | .10 | 01-18-2007 | Burned |
| 14 | STATE CITATIONS *SERO *ST.Cit. log book *ST.Cit.Transmittl.sheets | M-42 | 21 | 2001-2002 2004-2005 2004-2005 2004-2005 2004-2005 | .50 1 .25 .50 .50 | 01-18-2007 | Burned |
| 15 | STATE CIVIL CITATIONS | m-42 | 22 | 2004-2005 | .50 | 01-18-2007 | Burned |
| 16 | WARNING TICKETS | M-42 | 23 | 2005-2006 | 1 | 01-18-2007 | Burned |
| 17 | ACTIVITY/TIME SHEETS *SCORE time sheets | M-42 | 24 | 2003 | .05 | 01-18-2007 | Burned |
| 18 | PROPERTY | M-42 | 16 | 1999-2001 | 14 | 01-18-2007 | Burned |

6228

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

Ronald D. Stevens
Signature

Major, Deputy Chief
Title

04/12/07
Date

RECEIVED
MAY 10 1967
U.S. DEPARTMENT OF
COMMERCE

RECEIVED
MAY 10 1967

APR 18 1967

RECORDS MANAGEMENT
DIVISION

Westminster Police Department

Reporting Agency

Records Division

Division or Unit

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 copy and
 forward original to
 address at left.

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 For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sch. No. | Item No. | | | | |
| 5 | ARREST RECORDS *Photos & Log book | M-42 | 9 | 1990-1991 | 9.25 | 01-18-2007 | Burned |
| 6 | JUVENILE RECORDS *Juv.Photos & log book | M-42 | 10 | Various thru 1991 | 1.25 | 01-18-2007 | Burned |
| 7 | OFFENSE RECORDS (SVR's, MPR's) *CCR's *Log Book *Victim Cards | M-42 | 11 | 1990-1991 | .25 | 01-18-2007 | Burned |
| 8 | INCIDENT REPORTS *Veh.Stop Log | M-42 | 11 | some 1990 | 5 | | |
| 9 | ACCIDENT REPORTS *Accident cards | M-42 | 11 | 1990-1991 | .33 | 01-18-2007 | Burned |
| 10 | IMPOUND RECORDS | M-42 | 12 | 2004-2005 | 3 | 01-18-2007 | Burned |
| 11 | DISSEMINATION LOGs | M-42 | 12 | 2004-2005 | 1.50 | 01-18-2007 | Burned |
| 12 | CITY TICKETS (paid) *Pd.Receipts *Flagged Receipt books | M-42 | 13 | 2000-2001 | 1.50 | 01-18-2007 | Burned |
| | | | 13 | 2000-2001 | .20 | | |
| | | | 14 | 2000-2001 | .50 | 01-18-2007 | Burned |
| | | | 17 | 2002-2003 | .50 | 01-18-2007 | Burned |
| | | | 18 | 2004-2005 | 3 | 01-18-2007 | Burned |
| | | | 18 | 2004-2005 | .05 | | |
| | | | 18 | 2003 | .05 | | |

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


 Signature


 Title


 Date

UNITED STATES
DEPARTMENT OF
JUSTICE

OFFICE OF THE
ATTORNEY GENERAL
WASHINGTON, D.C. 20530

ATTENTION

PLEASE RETURN TO THIS

OFFICE OF THE ATTORNEY GENERAL

SECTION OF THE
GENERAL INVESTIGATIVE

| TO (FULL NAME AND ADDRESS) | FROM (FULL NAME AND ADDRESS) | DATE | |
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MAIL ROOM

RECEIVED

APR 38 — *ZW7*

RECORDS MANAGEMENT
DIVISION

Westminster Police Department

Reporting Agency

Records Division

Division or Unit

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 copy and
forward original to
address at left.

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 For Disposal | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|--|-------------------------------|-------------|--|-------------------------|---------------------|-----------------------|
| | | Retention Sch. No. | Item No. | | | | |
| 1 | GENERAL CORRESPONDENCE *Miles Messages *Outgoing Miles Mess. Log *Repo Log *Lost Property Log *Tow List *Hits to Wants *Court Request *Invest. Assignmnt. Records (S/W) *Pawn Sheets *PR *CIR *Request for report copies *Kozak Files | M-42 | 1 | Various thru 2005 | 1.5 | 01-18-2007 | Burned |
| | | | 1 | 2004-2005 | .20 | | |
| | | | 1 | 2004-2005 | .10 | | |
| | | | 1 | 2004-2005 | | | |
| | | | 1 | 2004-2005 | | | |
| | | | 1 | 2004-2005 | | | |
| | | | 1 | 2004-2005 | | | |
| | | | 1 | 2005-2006 | .10 | | |
| | | | 1 | 2004-2005 | 1.75 | | |
| | | | 1 | 1996, 1999, 2002-2004 | 2 | | |
| | | | 1 | 2004-2005 | .25 | | |
| | | | 1 | 2000-2005 | .50 | | |
| | | | 1 | 2002-2003 | .50 | | |
| | | | 1 | Various thru 2005 | .15 | | |
| 2 | MEMOS | M-42 | 2 | 2004-2005 | .10 | 01-18-2007 | Burned |
| 3 | PERSONNEL | M-42 | 3 | 1999-2000 | 2 | 01-18-2007 | Burned |
| 4 | PAYROLL | M-42 | 7 | 2004-2005 | 4.5 | 01-18-2007 | Burned |

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

Ronald D. Stevens
Signature

Major, Deputy Chief
Title

04/12/07
Date

STATE OF OHIO
DEPARTMENT OF REVENUE
COLUMBUS, OHIO 43260
FORM NO. 104
7-78

TAXPAYER'S NAME
ADDRESS
CITY, STATE, ZIP

PROPERTY TAX

LOCATION OF TOWN

OWNER'S NAME

PROPERTY TAX

| DATE | DESCRIPTION | AMOUNT | REMARKS |
|------|-------------|--------|---------|
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APR 18 - 2007

RECORDS MANAGEMENT
DIVISION
138 01

WE RECYCLE

CERTIFICATE REFERS TO INVOICE NO.:

32501130

Shred-it DC metro Area
856 East Gales Drive Suite H
Rockville Maryland 20850
BILLED TO:
Phone: 301-315-0070

DATE: 4/16/2008

SERVICE LOCATION:

St. Mary's Co. Detention Center
41880 Baldrige Street
Leonardtown, MD 20650

This is to certify that Shred-it destroyed confidential information on-site for the above mentioned company by

TRUCK NO.: 372

TRUCK NO.:

TOTAL TIME: 195^{min} HRS.: 3 MIN.: 15

MOBILE CUSTOMER SERVICE REP.:

Lorin / Joon

CLIENT:
PRINT CUSTOMER'S
NAME:

[Signature]
Deborah C Kelly



This year your firm's share of wood saved through Shred-it's recycling program amounts to _____ trees.



CERTIFICATE OF
DESTRUCTION

THANK YOU FOR
YOUR BUSINESS,

SECURING YOUR OFFICE
AND THE ENVIRONMENT



~~CONFIDENTIAL~~

MAY 1 1948

~~CONFIDENTIAL~~



INVOICE

INVOICE NO: 32375230

SHRED-IT DC METRO AREA
100 EAST GUDE DRIVE SUITE H
ROCKVILLE, MD 20850
PHONE 301-315-0070

DATE: 4/23/2007

PURGE

FILE

A SECURIT COMPANY

TO: ST. MARY'S CTY DETENTION CTR
41880 BOLDRIDGE STREET
LEONARDTOWN, MD 20650

BILL TO:



355 Boxes

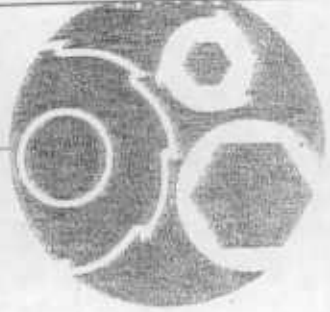
TAX ID: 08-0167800

DESTRUCTION DECLARATION

ON THE DATE SHOWN, DESIGNATED CONFIDENTIAL DATA WAS SHREDDED AND DESTROYED AS PER CUSTOMER'S INSTRUCTIONS.

| | | |
|--|------------|--------------------------------------|
| TRUCK NO.: 372 | TRUCK NO.: | TOTAL TIME: 390 HRS. 6 MIN. 30 |
| TIME IN: 9:30 AM | TIME IN: | CLIENT SIGNATURE: <i>[Signature]</i> |
| TIME OUT: 16:00 PM | TIME OUT: | PRINT CLIENT NAME: |
| MOBILE CUSTOMER SERVICE REP.: <i>[Signature]</i> | | |

| | | | |
|--|--|--------------------|-----------|
| ACCOUNT NO. 8204543 | TERMS NET 30 DAYS, 2% PER MONTH ON OVERDUE ACCOUNTS | PURCHASE ORDER NO. | |
|  <p>WE RECYCLE</p> <p>THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO  TREES.</p> <p>THANK YOU FOR YOUR BUSINESS</p> | ITEM | RATE | AMOUNT |
| | Shredding Per Minute | 3.50 | \$1365.00 |
| | 390 min | | |
| | TAX % | | |
| TOTAL CHARGES | | | \$1365.00 |



CERTIFICATE OF DESTRUCTION

THANK YOU FOR YOUR BUSINESS.

SECURING YOUR OFFICE AND THE ENVIRONMENT



~~CONFIDENTIAL~~

OCT 29

207

~~CONFIDENTIAL~~

INVOICE

Shred-it DC Metro Area
 850 East Gude Drive Suite-H
 Rockville Maryland 20850
 Phone 301-315-0076

INVOICE NO.: 32501130

DATE: 4/16/2008



A SECURIT COMPANY
 TO: St. Mary's Co. Detention Center
 41880 Baldrige Street
 Leonardtown, MD 20650

BILL TO:

167 Boxes + 3 Boxes of picture + Tape + 2 Bin
 \$50.00 contain fee

DESTRUCTION DECLARATION

ON THE DATE SHOWN, DESIGNATED CONFIDENTIAL DATA WAS SHREDDED AND DESTROYED AS PER CUSTOMER'S INSTRUCTIONS.

TRUCK NO.: 372 TRUCK NO.: _____ TOTAL TIME 195^{min} 3^{hrs} 15^{min}
 TIME IN: 11:55 AM TIME IN: _____
 TIME OUT: 3:10 PM TIME OUT: _____
 MOBILE CUSTOMER SERVICE REP.: Larry / Juan CLIENT SIGNATURE: [Signature] CLIENT NAME: Deborah Kelly

ACCOUNT ID: 3204543 TERMS: NET 30 DAYS, 2% PER MONTH ON OVERDUE ACCOUNTS PURCHASE ORDER NO.:



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO _____ TREES.

2 Bin + 167 Boxes + 3 Boxes contain material
 THANK YOU FOR YOUR BUSINESS

| ITEM | RATE | AMOUNT |
|----------------------|----------------|-----------------|
| Shredding per minute | 3.50 | \$682.50 |
| 195 min | Fuel surcharge | \$50.00 |
| | | \$480 |
| TOTAL CHARGES | | \$780.50 |

~~CONFIDENTIAL~~

MAY 1 2008

~~PROJECTS MANAGEMENT~~