

Public Service Commission.....	41.....	1910-1950
Department of Public Improvements..	1.....	1947/1949
Board of Public Works.....	6.....	1937-1947 ¹⁸
Department of Research and Education.	7.....	1941, 1942, 1946-1950 ¹⁹
Board of Revenue Estimates.....	1.....	1947
State Roads Commission.....	18.....	1908/11-1949/50
State Soil Conservation Committee...	4.....	1940, 1942, 1948, 1951
Southern Maryland Immigration Commission*.....	3.....	1922/23-1926/27
Ten Hour Law Bureau*.....	2.....	1913, 1914
Maryland Veterans Commission.....	5.....	1939-1942, 1943/48 ²⁰
Water Pollution Control Commission..	2.....	1947/48, 1948
Water Resources Commission*.....	3.....	1933, 1933/38, 1939
Board of Welfare ²¹	16.....	1923-1938
State Department of Public Welfare..	7.....	1939/40-1949/50 ²²

SCHEDULING AND DISPOSAL OF RECORDS

The problem of records disposal continued to demand an increasing amount of our time and effort. The past year marked the second full year of operation under the terms of Chapter 755 of the Acts of 1949, which superseded the disposal Act of 1941. In general the new law has proven satisfactory, although one agency did abandon its efforts to dispose of records when informed of the steps necessary to accomplish its purpose. However, we feel that the present procedure cannot be made any simpler without risking the loss of valuable records. Those agencies which destroy records periodically have become accustomed to the proper routine and take the necessary steps without undue difficulty or serious loss of time. A number of them also are establishing schedules for records disposal as authorized by Chapter 755. This should reduce the amount of paper work without in any way diminishing the necessary safeguards.

*Agency not now in existence.

¹⁸No reports after 1947.

¹⁹For reports prior to 1941 see Chesapeake Bay Laboratory, no reports published 1943-1945.

²⁰Report for 1943/48, typescript.

²¹Formerly Board of Prison Control, now Department of Correction.

²²Reports numbered 20-26, prior reports issued by Board of State Aid and Charities.