
FAIR BOARD, MARYLAND STATE

We examined the records of the Fair Board on February 26, 1951, in response to a request by telephone a few days earlier. In a letter of March 1, 1951, we recommended that the Board retain most of its records, but suggested that its Correspondence File for 1942-1948 (10 linear feet) be destroyed. At the close of the year, the Board had not yet made a final decision in this matter.

PUBLIC WELFARE, DEPARTMENT OF

In letters dated January 12 and May 1, 1951, we were notified by the Director of the State Department of Public Welfare that the Public Assistance Case Records which had been inactive for a period of five years or longer had been destroyed by each of the County Welfare Boards. Certificates of destruction from each County Board were enclosed with the letters. The total number of case records destroyed is 65,396. The destruction was carried out under the terms of a disposal schedule approved by the Hall of Records Commission and the Board of Public Works during the fiscal year 1950.

TREASURER, STATE

On November 10, 1950, we were offered a large quantity of carbon copies of checks issued by the State Treasurer's Office. The material had already been examined by a member of our staff and it was promptly refused. In a letter of July 23, 1951, the Treasurer's Office notified us that about 210 cubic feet of carbon copies of checks dating from August 14, 1931, to June 30, 1947, had been destroyed. The certificate of destruction enclosed in the letter is dated April 6, 1951.

PRESERVATION OF RECORDS ON MICROFILM

Chapter 518 of the Acts of 1949 permits any agency which has photocopied records in a manner and with film or paper approved by the Hall of Records Commission to seek the destruction of the originals under the provisions of Chapter 755 of the Acts of 1949. Two agencies requested approval of such projects as follows: