

MDOT 16.04 <hr/> Reporting Agency <hr/> CONTRACT LITIGATION UNIT- BALTO. <hr/> 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 (1) copy and forward original to address at left.

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.				
87W879	TRANSCRIPTS	1646	1	11/27/79-4/14/80	2	3/19/98	RECYCLE

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

Signature
Records Center Manager
June 30, 1998

DGS 550-2 (Rev. 1/93)
Title
Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 29.01.01.001 16.04.26.01.17</p> <p>b) AGENCY Maryland Department of Transportation</p> <p>c) DIVISION/UNIT Contract Litigation Unit</p> <p>d) MAILING ADDRESS Suite 102 15 Charles Plaza <u>200 St. Paul St.</u> Baltimore, Maryland 21202</p> <p>e) AGENCY OFFICIAL William A. Kahn</p>	<p>ACCESSION NO. 87W879</p> <p>LOCATION - RANGE 8</p> <p>SECTION(S) 30</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 4-22-87</p> <p>NO. OF CU. FT. 2</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	<p>Transcripts of Hearing before the Board of Contract Appeals for Docket Nos. 1000, 1003, 1006 (6 transcripts): November 27, 1979 - 10:00 a.m. November 28, 1979 - 9:00 a.m. November 29, 1979 - 9:00 a.m. November 30, 1979 - 9:00 a.m. December 3, 1979 - 9:00 a.m. December 3, 1979 - 12:50 p.m.</p> <p>Transcripts of Hearing before the Board of Contract Appeals for Docket No. 1002 (4 transcripts): January 29, 1980 - 10:00 a.m. January 30, 1980 - 9:00 a.m. January 31, 1980 - 9:30 a.m. February 1, 1980 - 9:00 a.m.</p> <p>Transcripts of hearing before the Board of Contract Appeals for Docket No. 1004 (5 transcripts): April 8, 1980 - 10:00 a.m. April 9, 1980 - 9:30 a.m. April 10, 1980 - 9:00 a.m. April 11, 1980 - 9:10 a.m. April 14, 1980 - 9:05 a.m.</p>	<p>430-1 1646 #1 May, 1992 July 1992 7/97 <i>Disposal</i> 3/19/98 <i>gjs</i></p>

Records and Transmittal Receipt
Page 2

<u>BOX</u>	<u>DESCRIPTION</u>	<u>DISPOSAL</u>
1	Transcripts of Hearing before the Board of Contract Appeals for Docket Nos. 1007, 1013 (4 transcripts): September 23, 1980 - 10:00 a.m. September 24, 1980 - 9:00 a.m. September 25, 1980 - 9:00 a.m. September 26, 1980 - 9:00 a.m. Deposition of James W. Maddox	430-1 May, 1992
2	Transcripts of Hearing before the Board of Contract Appeals for Docket No. 1011 (5 transcripts): September 2, 1980 - 10:00 a.m. September 3, 1980 - 9:00 a.m. September 4, 1980 - 9:00 a.m. September 5, 1980 - 9:00 a.m. September 8, 1980 - 9:00 a.m. Transcripts of Hearing before the Board of Contract Appeals for Docket No. 1014 (4 transcripts - 2 sets): March 10, 1981 - 9:15 a.m. March 11, 1981 - 9:00 a.m. March 12, 1981 - 9:00 a.m. March 23, 1981 - 1:00 p.m.	430-1 May, 1992

MARYLAND PORT ADMIN. 16.04	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
CONTRACT LITIGATION UNIT- BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
93W1267	NORTH & PARKER	1646	1	1/15/86-1/20/89	5	5/6/98	RECYCLE

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

E

RECORDS TRANSMITTAL AND RECEIPT

X

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Port Administration		ACCESSION NO. 93W1267	DATE REC'D 4-14-93
B. DIVISION/UNIT Contract Litigation Unit			RM CODE 16.04
C. MAILING ADDRESS Offices of the Attorney General 200 St. Paul Place Baltimore, MD 21202		LOCATION RANGE SECTION(S) 39 24	NO. OF CU. FT. 5
D. PHONE NO. 576-6991		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL William A. Kahn Principal Counsel		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
Box #1	North and Parker MSBCA Docket No. 1228 Rule 4 Exhibit Binder #1-3 Rule 4 Exhibit Binder #4-41 Respondents Exhibits #1-20 (2) Respondents Exhibits #21-61 Rule 4 Supplement Exhibit #1 - MPA IDRs Rule 4 Supplement Exhibit #2 - MPA Dwg. Rpts. Tyler North & Parker, Inc. Complaint Folder Marked 30 Bearing Plates -- Tyer depo. 1/15/86 and 5/21/86 Parker depo & exhibits 1/6/87	All Items 01-01-98 # 130 1646 # 1	
Box 2	Eric D. Schwartz Claim analysis - folder contains articles entitled: Effect of scheduled overtime on construction projects, and overtime in construction, scheduled overtime effect on construction projects 11/1980 Resume John E. Clarke Folder marked 14 Universal Waterproofing Folder marked Gemstar Invoices		
Box #3	Fenton Vecker Depo. 1/19/87 Phil Lyler Depo. 2/4/87 & 1/20/89	Disposal 5-6-88 AW	

North and Parker

Box 3 continued:

Folders marked:

Photographs
Grant Test Results 1980
1980 Walker Dwg. Job Documents
1982 Alt Dwg. Job documents
1985 Pre-pakt job documents
Grant Test Results - 1982 allante dwg. Progress
schedule
12 Pile repair - 1983
Expoxy problem
Fabriform Bags
Flintkote Stone Product Co.
MPA IDRs
MPA Contractors Current Estimates
Miscellaneous documents

Folders marked

1983 Grant tickets - copy
Flon repairs
1983 Grant Test Results N&P
Parker Claim Ltrs.
MPA's estimates & payments ledger 1983
1977 Job Documents
Grant Test Resunts 1978
1978 Smet Lecler Job Documents
Grant Test Results 1979 XPLD
1979 Xplo Job Correspondence

Box 4

Eric Schwartz Notes
Rebar Claim Documents
Scott Hewitt Diaries
B&B Welding Posidon Invoices
Genstar Claim
1986 pump documents
MDS Invoices
Subcontractor Proposal
Parker Handwritten Notes
Mox Design Letter
Progress Meetings
MPA Correspondence
Fabriform Bag Invoices
Genstar Grant documents
John Clark Delay Report Papers
Proof of Cost 1/87
Coastal Marine Diving Documents & Financial
Pleading Interrogatories Answers by MPA
Greg North Depo Exhibit
Lewis, Mitchell & Mone Doc.

North & Parker

Box 4 continued:

N&P MBE Problems
Parker Exhibit #12 1/6/87 marked confidential
Deposition Digests
MPA IDRs
283 309 Divers Daily Reports
N&P Miscellaneous Invoices - Cost documents
Diaries Exhibit #1 (Philip Legler Diary 1983)

Box 5

Respondents Exhibit List
Drawing Concrete Pile Encosement System
Sonotube Forming Sep.
Correspondence held by Jones
Cash
To Perseghen From Koglakowski MPA 85
Form Services Ine Invoices
Aerco Invoices
Downes Fiberglass
Pile Drivrs Inc. File
N&P Correspondence #5
N&P Correspondence #4
Daily Reports
N&P Correspondence #3
N&P Correspondence #2
N&P Correspondence #1
HCP Diary - Extra copy
Miscellaneous Documents

R-39
S-24

1 empty

MTA 26.01.06.02
 Reporting Agency
 PURCHASING-BALTIMORE
 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 (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
94W403	RECEIVING COPIES	1061	C	7/1/90-6/30/91	1	9/18/98	RECYCLE

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

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

Records Center Manger
 Title

June 30, 1998
 Date

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass. Transit Administration		ACCESSION NO. 94W403	DATE REC'D 10-4-93
B. DIVISION/UNIT Purchasing		RANGE 5	SECTION(S) 23
C. MAILING ADDRESS 300 W. Lexington St. Baltimore, MD 21201		NO. OF CU. FT. 1	RM. CODE 26-01-06-02
D. PHONE NO. 410-333-1921		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John Geci Senior Purchasing Agent		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 1	Receiving Copies/Acknowledgement Copies 7/1/90 To 6/30/91	Schedule 1061 Item C July, 1998 <i>Disposal</i> <i>9/18/98</i> <i>MA</i>

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
OFFICE OF F & P-BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
92W201	GROSS & DED JOURNAL	1813	7	1991	5	7/98	RECYCLE
92W202	PERM & TEMP INPUTS	1813	17	5/90-5/91	3	9/18/98	
93W1101	AGENCY INTERFACE	858	29	1993	4	9/15/98	
93W1102	MONTHLY BILLWORK	1191-4		1/91-6/91	1	9/18/98	
93W1109	TIME CARDS PAY	1813	14	1992	40	9/18/98	
93W1562	OPERATING STOCK RPTS	1810	6	1993	6	9/18/98	
93W1565	TIME CARDS PAY	1813	14	1992	8	9/18/98	
94W243	MONTHLY RECEIPTS	1810	2	1993	14	9/18/98	
95W1078	INCREMENT UPDATE	1813	10	7/89-7/91	1	9/18/98	
95W1079	FINAL ESTIMATES	1807	1		3	9/18/98	
95W1080	EXPENSE DUMP	1809	9	1993	1	9/18/98	
95W1345	INVENTORY WITHDRAWAL	1810	2		5	9/18/98	
95W1374	CLOSED PROJECT	1807	1		1	9/18/98	
95W1375	UTILITY RAILROAD	1168	1	1987-1990	11	9/18/98	
96W845	VEHICLE USAGE	1649	12	1995	3	9/18/98	
96W846	EQUIPMENT USAGE	1649	13	1994-1995	7	9/18/98	
96W805	CASH RECEIPT	1811	2	11/25/93-12/28/93	1	9/15/98	
96W1132	MASTER AUTHORIZATION	1813	1	3/1/95	1	9/18/98	

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

_____ Records Center Manger June 30, 1998 Signature
 Title Date

RECORDS TRANSFERENCE AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">92W201</div>	DATE RECEIVED <div style="font-size: 1.5em; font-family: cursive;">8-23-91</div>
B. DIVISION / UNIT Office of Finance and Program Management	RM CODE <div style="font-size: 1.5em; font-family: cursive;">26.03.05</div>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE <div style="font-size: 2em; font-family: cursive;">4</div>	LOCATION SECTIONS <div style="font-size: 2em; font-family: cursive;">18</div>
D. PHONE NO. 333-1447 Baltimore, Md. 21202	NO. OF CU. FT. <div style="font-size: 1.5em; font-family: cursive;">5</div>	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

1	GROSS & DED JOURNAL PAYROLL 01/23/91 TO 02/05/91	731-11 1813 II	7/98
2	CHECK REGISTER 03/05/91 TO 03/19/91	731-11	7/98
3	CHECK REGISTER 12/26/90 TO 01/22/91	731-11	7/98
4	CHECK REGISTER 03/20/91 TO 04/16/91	731-11	7/98
5	CHECK REGISTER 05/28/91 TO 06/11/91	731-11	7/98

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>92W202</i>		DATE RECEIVED <i>8-23-91</i>	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>4</i>		RM CODE <i>26.03.05</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202				LOCATION SECTIONS <i>18</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	PERM & TEMP INPUTS PAY 11-14 05/02/90 - 06/22/90
2	PERM & TEMP INPUTS PAY 26 1989 PAY 04 1990
3	PAYROLL CHECK REGISTER 04/30/91 TO 05/17/91

<i>1813</i>		
731-17	<i>17</i>	7/98
731-2		7/98
731-10	<i>2</i>	7/98

Disposed
9/18/98
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1101		DATE RECEIVED 3-9-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 1	LOCATION SECTIONS 4	NO. OF CU. FT. 4	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓	AGENCY INTERFACE 93-0045 TO 93-0074	858-29	7/98
2 ✓	AGENCY INTERFACE 93-0076 TO 93-0095	858-29	9/98
3 ✓	AGENCY INTERFACE 93-0097 TO 93-0126	858-29	7/98
4 ✓	AGENCY INTERFACE 93-0126 TO 93-0147	858-29	7/98

Disposal
9/15/98
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1102		DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 3		RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 19	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		
1	MONTHLY BILLWORK RPT 01/91 TO 06/91	1191-4	7/98	

Disposed
9/18/98
MA

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1109	DATE RECEIVED 3-11-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 1	LOCATION SECTIONS 8-9
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 40	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 10-61.7	731-20	1/2000
2 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 62-73	731-20	1/2000
3 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 74-84	731-20	1/2000
4 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 85-90.5	731-20	1/2000
5 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 90.6-93.0	731-20	1/2000
6 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 93.3-61.8	731-20	1/2000
7 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 98-98.79	731-20	1/2000
8 ✓	TIME CARDS PAY 21 09/30/92 TO 10/13/92 99-99.80	731-20	1/2000
9 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 10-61.7	731-20	1/2000
10 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 62-73	731-20	1/2000
11 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 74-84	731-20	1/2000
12 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 85-90.5	731-20	1/2000
13 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 90.6-93.2	731-20	1/2000
14 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 93.3-61.8	731-20	1/2000
15 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 98-98.79	731-20	1/2000
16 ✓	TIME CARDS PAY 22 10/14/92 TO 10/27/92 99-99.80	731-20	1/2000
17 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 10-61.7	731-20	1/2000
18 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 62-73	731-20	1/2000
19 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 74-84	731-20	1/2000
20 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 85-90.5	731-20	1/2000
21 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 90.6-93.2	731-20	1/2000
22 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 93.3-61.8	731-20	1/2000
23 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 98-98.79	731-20	1/2000
24 ✓	TIME CARDS PAY 23 10/28/92 TO 11/10/92 99-99.80	731-20	1/2000
25 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 10-61.7	731-20	1/2000
26 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 62-73	731-20	1/2000
27 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 74-84	731-20	1/2000
28 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 85-90.5	731-20	1/2000
29 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 90.6-93.2	731-20	1/2000
30 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 93.3-61.8	731-20	1/2000
31 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 98-98.79	731-20	1/2000
32 ✓	TIME CARDS PAY 24 11/11/92 TO 11/24/92 99-99.80	731-20	1/2000
33 ✓	TIME CARDS PAY 25 11/25/92 TO 12/08/92 10-61.7	731-20	1/2000
34 ✓	TIME CARDS PAY 25 11/25/92 TO 12/08/92 62-73	731-20	1/2000

1813-14
~~731-20~~ 1198
~~1/2000~~

Disposed
9/16/98
[Signature]

R-1

S-8-9

1 empty

S-8

900 York Rd

RECORDS TRANSMITTAL AND RECEIPT

114

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

RECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO. 93W1562	DATE RECEIVED 5-14-93
B. DIVISION / UNIT Office of Finance and Program Management	RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	LOCATION RANGE 7 SECTIONS 21	NO. OF CU. FT. 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BDX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	OPERATING STOCK STATUS REPORT 01/27/93 10.55 - 10.99 ALSO TRANSACTION W.D. RPT 10.01 TO 10.36	1810 1005-6	7/98
2	D.M. S.S. 10.01 TO 10.49 01/25/93	1005-7	7/98
3	OPERATING S.S. RPT 02/26/93	1005-6	7/98
4	OPERATING S.S. RPT 01/27/93 10.01 TO 10.43	1005-6	7/98
5	D.M. STOCK STATUS 01/25/93 10.51 - 10.99	1005-7	7/98
6	MONTHLY RECEIPTS WITHDRAWAL RPT 02/26/93 10.01 - 10.99	1005-2	7/98

* Box #2 - Missing
 Disposed
 9/18/99
 MK

774

RECORDS TRANSMITTAL AND RECEIPT

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

E

RECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 93W1565		DATE RECEIVED 5-14-93
B. DIVISION / UNIT Office of Finance and Program Management				RH CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION SECTIONS 21	NO. OF CU. FT. 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	SCHEDULE ITEM NO.	DISPOSAL DATE
1	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 10-61.7	¹⁸³ 731-20	1/2000
2	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 62-73	731-20	1/2000
3	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 74-84	731-20	1/2000
4	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 85-90.5	731-20	1/2000
5	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 90.6-93	731-20	1/2000
6	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 93.3-61.8	731-20	1/2000
7	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 98-98.79	731-20	1/2000
8	TIME CARDS PAY 26 12/09/92 TO 12/22/92 R.C. 99-99.80	731-20	1/2000

Disposed
9/18/98

R-7

S-21

12 Empties

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES.

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W243	DATE RECEIVED 8-25-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 26
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 14	
E. AGENCY OFFICIAL <i>William R. Butts</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	MONTHLY RECEIPTS & WD 01/26/93	¹⁸¹⁰ 1005-2	7/98
2	OPERATING S.S. FOR OM 10.01 TO 10.99 02/26/93	1005-7	7/98
3	DM OPERATING S.S. RPT 03/29/93	1005-7	7/98
4	MONTHLY WITHDRAWAL & RECEIPTS & TRANSACTION RPT 10.01 TO 10.99 03/29/93	1005-2	7/98
5	MONTHLY WITHDRAWAL & RECEIPTS RPT 04/28/93	1005-2	7/98
6	DAILY PRINTOUT FOR FEB 93	1005-6	7/98
7	DAILY PRINTOUT FOR FEB 93	1005-6	7/98
8	TRANSACTION RPT 10.01 TO 10.99 02/26/93	1005-6	7/98
9	OPERATING S.S. RPT 10.51 TO 10.99 04/28/93	1005-6	7/98
10	OPERATING S.S. RPT 10.01 TO 10.49 04/28/93	1005-6	7/98
11	FUEL TKS MARCH 93	1005-1	7/98
12	DAILY PRINTOUT MARCH 93	1005-6	7/98
13	DAILY PRINTOUT MARCH 93	1005-6	7/98
14	FUEL TKS FEB 93	1005-1	7/98

** Missing
Box #8
Disposal
9/18/98
[Signature]*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1078	DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 5	LOCATION SECTIONS 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | INCREMENT UPDATE LISTING 7/89 - 7/91

1813 #10
~~77-76~~ 7/1998

*Disposal
 2/18/98
 MRP*

955

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1079	DATE RECEIVED 3-1-95		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION 28	NO. OF CU. FT. 3	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	FINAL ESTIMATES BOX 15	¹⁸⁰⁷ 907-1	7/98
2	FINAL ESTIMATES BOX 16	907-1	7/98
3	FINAL ESTIMATES BOX 17	907-1	7/98

Disposed
9/16/98
MA

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1080		DATE RECEIVED 3-1-95	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION 35	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | EXPENSE DUMP 1989 - 1993 | ¹⁸⁰⁹~~884-9~~ | 7/98

Disposed
9/18/98
MR

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>95W1345</i>		DATE RECEIVED <i>4-25-95</i>
B. DIVISION / UNIT Office of Finance and Program Management				RH CODE <i>2603.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>1</i>	LOCATION SECTIONS <i>25</i>	NO. OF CU. FT. 5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

- 1 INVENTORY WITHDRAWAL TICKETS BOX 136
- 2 INVENTDRY WITHDRAWAL TICKETS BOX 137
- 3 INVENTORY WITHDRAWAL TICKETS BOX 138
- 4 INVENTORY WITHDRAWAL TICKETS BOX 139
- 5 DAILY PETRDLEUM PRODUCTS REPORT BOX 140

<i>1810</i>	
1005-2	7/98
1005-2	7/98
1005-2	7/98
1005-2	7/98
1005-1	7/98

Disposed
9/18/99
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1374	DATE RECEIVED 4-26-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 48	LOCATION SECTIONS 12
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | CLOSED PROJECT BOX 2

1807
-907-1

7/98

Disposed

9/18/98
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1375	DATE RECEIVED 4-26-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 48	LOCATION SECTIONS 12
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 11	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	UTILITY RAILROAD CLOSED PROJECT A 597-502-570 TO AA317-502-570	889 -1	7/98
2	UTILITY RAILROAD CLOSED PROJECT AA317-502-571 TO AW591-501-070	889 -1	7/98
3	UTILITY RAILROAD CLOSED PROJECT B 491-4502-477 TO BC246-079-815	889 -1	7/98
4	UTILITY RAILROAD CLOSED PROJECT BC246-097-815 TO CE683-501-280	889 -1	7/98
5	UTILITY RAILROAD CLOSED PROJECT CE690-501-277 TO H 882-501-476	889 -1	7/98
6	UTILITY RAILROAD CLOSED PROJECT M 883-501-491 TO M 365-501-377	889 -1	7/98
7	UTILITY RAILROAD CLOSED PROJECT M 376-509-371 TO P 878-503-371	889 -1	7/98
8	UTILITY RAILROAD CLOSED PROJECT P 884-501-377 TO WI641-509-170	889 -1	7/98
9	CSX RATE AUDIT W/P'S 1987	889 -1	7/98
10	CSX RATE AUDIT W/P'S 1988	889 -1	7/98
11	CSX RATE AUDIT W/P'S 1989 AND 1990	889 -1	7/98

1168

*Disposed
9/18/98
[Signature]*

R-48
S-12

5 Empties

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W845	DATE RECEIVED 1-23-96		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.0305		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 11	NO. OF CU. FT. 3	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VEHICLE USAGE REPORT JAN. - FEB. 1995	1649-12	7/98
2	VEHICLE USAGE REPORT MARCH & APRIL 1995	1649-12	7/98
3	VEHICLE USAGE REPORT MAY & JUNE 1995	1649-12	7/98

Disposed

9/18/98
AF

MTA 26.01.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE-GRANT ACCOUNTING		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	ITEM No.				
95W939	JOURNAL ENTRY BOOKS	992	4	1972-1986	4	7/98	RECYCLE
95W959		992	1	1993	5	7/98	RECYCLE

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

_____ Records Center Manager June 30, 1998 Signature
 Title Date

DGS 550-2 (Rev. 1/93)

SHA 26.03.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
HDD/SEC J. BALTIMORE		
Division or Unit		

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION		ACCESSION NO. 95W939	DATE REC'D 2-2-95
B. DIVISION/UNIT FINANCE - GRANT ACCOUNTING		RM CODE 26.01.06.01	
C. MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MD 21230		LOCATION RANGE SECTION(S) 42 29	NO. OF CU. FT. 4
D. PHONE NO. (410) 333-4802		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>James Renner</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Journal Entry Books - Grant MD-03-0004 For Period April '83 thru June '86	SCHEDULE 992 ITEM NO. 1B DISPOSAL DATE JUNE 30, 1998
2	Journal Entries For Grant MD-03-0004	<i>Disposed</i> <i>11/10/98</i> <i>MA</i> <i>4 copies</i>
3	" " " Grant MD-03-0004	
4	Journal Entry Books - Grant MD-03-0004 For Period Feb '78 thru March '82	

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. 95W959	DATE REC'D 2-2-95
B. DIVISION/UNIT Accounting - Fixed Assets			RM CODE 26.01.06.01
C. MAILING ADDRESS 1515 Washington Boulevard		LOCATION RANGE SECTION(S) 12 10	NO. OF CU. FT. 5
D. PHONE NO. 333-6457		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Tom Schoenborn		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	- FY '93, Report 85, Co. 1 & 3, Corp & Tax Basis, Seq.	Schedule #992 Item #1 E 2 Disposal 6/30/98
2	- FY '93, Report 40D, Co. 1, Inventory List by Class Code/Seq. FY '93, Report 40B, Co. 1, Inventory List by Asset Acct/Seq.	<i>Disposed</i> <i>9/29/98</i> <i>MAK</i>
3	- FY '93, Report 40C, Co. 1, Inventory List by Grant/Seq. FY '93, Report 45D, Co. 1, Inventory List by Class Code/Seq.	
4	- FY '93, Report 40A, Co. 1/Seq.; Report 45C, Co.1, Grant Report 50A, Co. 1, Seq.	

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Tansit Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Accounting - Fixed Assets			RM CODE
C. MAILING ADDRESS 1515 Washington Boulevard		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-6457		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Tom Schoenborn		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
5	- FY '93 Report 45B, Co. 1, Sequence FY '93 Monthly, WP/FALEDG FY '92 4th Quarter, Report 74A, 45A, 60E, 60F, 50C	Schedule #992 Item #1 E 2 Disposal 6/30/98	

MVA 26.01.06.02	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
PURCHASING DEPARTMENT		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
94W405		1061	C		11	7/98	RECYCLE

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

Signature

Records Center Manager
Title

June 30, 1998
Date

P.O. BOX 270, SESSOP, MD 20784 (CALL TOLL FREE 1-800-735-1079)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. 94W405	DATE REC'D 10-4-93
B. DIVISION/UNIT Purchasing Department			RM CODE 26.01.06.02
C. MAILING ADDRESS 300 W. Lexington St. Baltimore, MD 21201		LOCATION RANGE SECTION(S) 122 33-34	NO. OF CU. FT. 11
D. PHONE NO. 410-333-1921		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John Geci Senior Purchasing Agent		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PURCHASE ORDERS	
1 of 11	A - Baer Supply	Schedule 1061 Item C July, 1998 <i>DISPOSAL</i> <i>1/27/00</i> <i>LJS</i>
2 of 11	Balt. Asphalt - Butler Paper	
3 of 11	C - Dixie Narco	
4 of 11	Do All Baltimore - L.B. Foster	
5 of 11	Franklin Sales - Inmac	
6 of 11	Interdata - Kunkel Service	
7 of 11	L - Mohawk Mfg.	
8 of 11	Montgomery Scrap - Quinlan Publish	
9 of 11	R - Stanley Magic Door	
10 of 11	Star Headlight - Utilcom	
11 of 11	V - Zeskinds Hardware	

R122

S33-34

9 Empties

S-34

MTA 26.01.14	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W1654	FIXED ASSETS	1592	15	7/91-6/92	1	7/98	RECYCLE

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

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

Records Center Manager
Title

June 30, 1998
Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.14	ACCESSION NO. 95W1654	DATE REC'D 6-14-95
b) AGENCY Maryland Transportation Authority	LOCATION - RANGE: 26 SECTION(S): 16 NO. OF CU. FT.: 1	
c) DIVISION/UNIT Finance		
d) MAILING ADDRESS 300 Authority Drive Dundalk, Md 21222	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL MICHAEL SWEENEY	PHONE NO. 410288-8151	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#459 /	FIXED ASSETS (FY '92) 7/91-6/30/92	#1592, ITEM 15 Jan 1999 7/98 Disposed 10/5/98 1 Empty

MTA 26.02.13	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
FINANCE & STATISTICS		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W646	TARIS REFUND BACKUP LIST	1725	2		46	7/98	RECYCLE
95W22	REFUND BACKUP LIST	1725	2	1992-1993	122	7/98	RECYCLE
95W23		1725	2		55	7/98	RECYCLE
96W500	BULK DRIVING RECORDS	1725	1A	1995	8	7/98	RECYCLE

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

	Records Center Manager	June 30, 1998
Signature	Title	Date

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 95W646	DATE REC'D 11-28-94
B. DIVISION/UNIT Finance & Statistics-General Accounting			RM CODE 26.02.13
C. MAILING ADDRESS 6601 Ritchie Hwy. N.E. Rm 140 Glen Burnie, Md. 21062		LOCATION RANGE SECTION(S) 18 34-35	NO. OF CU. FT. 46
D. PHONE NO. (410) 768-7393		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gus Loukas, Acting Section Chief Finance & Statistics-General Accounting		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Taris Refund Backup List# 062 - 12/03/93	725 # 2 1014A-2, Item# 6
2	" " " " 064-065 - 12/07/93-12/09/93	" "
3	" " " " 066 - 12/10/93-12/13/93	" "
4	" " " " 067 - 12/14/93	" "
5	" " " " 068-069 - 12/17/93-12/19/93	" "
6	" " " " 070-072 - 12/21/93-12/28/93	" "
7	" " " " 073-074 - 12/30/93-01/05/94	" "
8	" " " " 075-076 - 01/06/94-01/08/94	" "
9	" " " " 077 - 01/10/94	" "
10	" " " " 078 - 01/13/94-01/17/94	" "
11	" " " " 079-080 - 01/19/94-01/24/94	" "
12	" " " " 081-082 - 01/26/94-01/27/94	" "
13	" " " " 082-083 - 01/28/94-01/31/94	" "
14	" " " " 083-084 - 01/31/94-02/03/94	" "
15	" " " " 084-085 - 02/03/94-02/07/94	" "
16	" " " " 085-086 - 02/07/94-02/08/94	" "
17	" " " " 087-088 - 02/15/94-02/16/94	" "
18	" " " " 088-089 - 02/17/94-02/18/94	" "
19	" " " " 090-091 - 02/22/94-02/24/94	" "
20	" " " " 092-093 - 02/25/94-02/28/94	" "
21	" " " " 094-095 - 03/01/94-03/04/94	" "
22	" " " " 096 - 03/07/94-03/09/94	" "
23	" " " " 097-099 - 03/10/94-03/11/94	" "
24	" " " " 100-101 - 03/14/94-03/16/94	" "
25	" " " " 101-102 - 03/15/94-03/17/94	" "
26	" " " " 103-105 - 03/18/94-03/22/94	" "
27	" " " " 105-107 - 03/22/94-03/26/94	" "
28	" " " " 107-108 - 03/28-03/29/94, 03/31/94	" "
29	" " " " 108-109 - 03/30/94, 04/01-04/05/94	" "
30	" " " " 110-111 - 04/06/94-04/08/94	" "
31	" " " " 112 - 04/11/94	" "
32	" " " " 113-114 - 04/12/94-04/14/94	" "

Box Numbers	Description of Records With Inclusive Dates	Disposal Authority
33	Taris Refund Backup List# 115 - 04/15/94-04/18/94	1014A-2, Item# 6
34	" " " " 116 - 04/19/94-04/20/94	" "
35	" " " " 117-118 - 04/21/94-04/22/94	" "
36	" " " " 119 - 04/23/94-04/25/94	" "
37	" " " " 119-120 - 04/26/94-04/28/94	" "
38	" " " " 121-122 - 04/29/94-05/03/94	" "
39	" " " " 122-123 - 05/03/94-05/05/94	" "
40	" " " " 123-124 - 05/06/94-05/09/94	" "
41	" " " " 125-127 - 05/10/94-05/13/94	" "
42	" " " " 128-129 - 05/14/94-05/17/94	" "
43	" " " " 130-131 - 05/18/94-05/19/94	" "
44	" " " " 132-133 - 05/20/94-05/23/94	" "
45	" " " " 134-135 - 05/24/94-05/26/94	" "
46	" " " " 136 - 05/27/94	" "

Numbers

Description of Records With Inclusive Dates

Disposal Authority

Numbers	Description of Records With Inclusive Dates	Disposal Authority
33	Taris Refund Backup List# 115 - 04/15/94-04/18/94	1014A-2, Item# 6
34	" " " " 116 - 04/19/94-04/20/94	" "
35	" " " " 117-118 - 04/21/94-04/22/94	" "
36	" " " " 119 - 04/23/94-04/25/94	" "
37	" " " " 119-120 - 04/26/94-04/28/94	" "
38	" " " " 121-122 - 04/29/94-05/03/94	" "
39	" " " " 122-123 - 05/03/94-05/05/94	" "
40	" " " " 123-124 - 05/06/94-05/09/94	" "
41	" " " " 125-127 - 05/10/94-05/13/94	" "
42	" " " " 128-129 - 05/14/94-05/17/94	" "
43	" " " " 130-131 - 05/18/94-05/19/94	" "
44	" " " " 132-133 - 05/20/94-05/23/94	" "
45	" " " " 134-135 - 05/24/94-05/26/94	" "
46	" " " " 136 - 05/27/94	" "

R18

S34-35

46 Empty

E

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 95W22	DATE REC'D 7-8-94
B. DIVISION/UNIT Finance & Statistics-General Accounting			RM CODE 26.02.13
C. MAILING ADDRESS 6601 Ritchie Hwy. N.E. Rm 140 Glen Burnie, Md. 21062		LOCATION RANGE SECTION(S) 75 14-18	NO. OF CU. FT. 122
D. PHONE NO. (410) 768-7393		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GUS LOUKAS, ACTING SECTION CHIEF FINANCE & STATISTICS - GENERAL ACCT'G.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Refund Backup List# 040-041 - 10/05/92-10/07/92	1014A-2 1725
2	" " " 043&051 - 10/09/92-11/12/92	" # 2
3	" " " 045-046 - 10/16/92-10/19/92	"
4	" " " 047-048 - 10/23/92-10/30/92	"
5	" " " 049-050 - 11/03/92-11/10/92	"
6	" " " 051-052 - 11/12/92-11/17/92	" 7/98
7	" " " 053-054 - 11/19/92-11/23/92	"
8	" " " 054 - 11/23/92	"
9	" " " 054 - 11/23/92	"
10	" " " 058-059 - 12/07/92-12/10/92	"
11	" " " 059-060 - 12/10/92-12/15/92	"
12	" " " 060-062 - 12/15/92-12/21/92	"
13	" " " 062-066 - 12/21/92-12/31/92	"
14	" " " 068,69,71 01/05/93-01/07/93	"
15	" " " 069-070 - 01/13/93	"
16	" " " 072-073 - 01/12/93-01/18/93	"
17	" " " 074-075 - 01/19/93-01/20/93	"
18	" " " 076-078 - 01/22/93-01/27/93	"
19	" " " 079-081 - 01/28/93-01/29/93	"
20	" " " 082 - 02/01/93	" DISPOSAL
21	" " " 083 - 02/05/93	" 8/20/9
22	" " " 084 - 02/08/93	" LFS
23	" " " 085-086 - 02/12/93-02/17/93	"
24	" " " 087-090 - 02/18/93-02/23/93	"
25	" " " 091-093 - 02/25/93-03/02/93	"
26	" " " 094-097 - 03/03/93-03/09/93	"
27	" " " 098-099 - 03/10/93-03/15/93	"
28	" " " 100-101 - 03/16/93-03/18/93	"
29	" " " 102-105 - 03/22/93-03/29/93	"
30	" " " 106-107 - 03/29/93-03/30/93	"
31	" " " 108 - 04/01/93	"
32	" " " 109-110 - 04/05/93-04/06/93	"

BOX NUMBERS

DISCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

BOX NUMBERS	DISCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
33	Refund Backup List# 111-112 - 04/07/93-04/09/94	1014A-2
34	" " " 113-115 - 04/12/93-04/14/93	"
35	" " " 116-118 - 04/15/93-04/19/93	"
36	" " " 118-119 - 04/19/93-04/20/93	"
37	" " " 120-122 - 04/22/93-04/27/93	"
38	" " " 123-124 - 04/28/93-04/29/93	"
39	" " " 125-127 - 05/03/93-05/06/93	"
40	" " " 127-129 - 05/06/93-05/10/93	"
41	" " " 130-132 - 05/12/93-05/14/93	"
42	" " " 133-136 - 05/17/93-05/20/93	"
43	" " " 137-138 - 05/24/93-05/25/93	"
44	" " " 139 - 05/27/93	"
45	" " " 140-141 - 06/01/93-06/02/93	"
46	" " " 141-142 - 06/01/93-06/02/93	"
47	" " " 143 - 06/09/93	"
48	" " " 144-145 - 06/15/93-06/16/93	"
49	" " " 001-002 - 06/17/93-06/22/93	"
50	" " " 002-003 - 06/22/93-06/25/93	"
51	" " " 003-004 - 06/25/93-06/30/93	"
52	" " " 005 - 07/01/93	"
53	" " " 006-008 - 07/07/93-07/09/93	"
54	" " " 009 - 07/13/93	"
55	" " " 010 - 07/14/93	"
56	" " " 011 - 07/17/93	"
57	" " " 012 - 07/20/93	"
58	" " " 013 - 07/26/93	"
59	" " " 014 - 07/28/93	"
60	" " " 015-016 - 07/30/93-08/02/93	"
61	" " " 017 - 08/04/93	"
62	" " " 019 - 08/10/93-08/12/93	"
63	" " " 020-021 - 08/13/93-08/17/93	"
64	" " " 022 - 08/18/93	"
65	" " " 023-024 - 08/20/93-08/21/93	"
66	" " " 024 - 08/21/93	"
67	" " " 026 - 08/30/93	"
68	" " " 027 - 09/02/93	"
69	" " " 028 - 09/08/93-09/10/93	"
70	" " " 029 - 09/11/93-09/14/93	"
71	" " " 030 - 09/15/93-09/16/93	"
72	" " " 031-032 - 09/17/93-09/20/93	"
73	" " " 032-033 - 09/18/93-09/23/93	"
74	" " " 034-035 - 09/24/93-09/27/93	"
75	" " " 035 - 09/28/93	"
76	" " " 036 - 09/30/93-10/04/93	"
77	" " " 037 - 10/05/93-10/08/93	"
78	" " " 038-039 - 10/08/93-10/13/93	"
79	" " " 041/041 - 10/13/93-10/19/93	"
80	" " " 041/042 - 10/16/93-10/21/93	"
81	" " " 043-044 - 10/22/93-10/26/93	"
82	" " " 044-045 - 10/27/93-10/29/93	"
83	" " " 046 - 10/30/93-11/02/93	"
84	" " " 047-048 - 11/03/93-11/04/93	"
85	" " " 049-050 - 11-05/93-11/08/93	"
86	" " " 051-052 - 11/09/93-11/10/93	"
87	" " " 053 - 11/12/93-11/15/93	"
88	" " " 054-055 - 11/16/93-11/18/93	"
89	" " " 056-058 - 12/02/93-12/07/93	"
90	" " " 056-057 - 11/19/93-11/22/93	"
91	" " " 058-060 - 11/23/93-11/29/93	"
92	" " " 061-062 - 11/30/93-12/02/93	"

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

*55
Boxes*

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>MVA</i>	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">95W23</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">7-8-94</div>
B. DIVISION/UNIT <i>F * S</i>	FM CODE <div style="font-size: 1.5em; font-family: cursive;">26.02.13</div>	
C. MAILING ADDRESS <i>6601 Ritchie Hwy Glen Burnie, MD 21062</i>	LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">164 8-10</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">55</div>
D. PHONE NO. <i>768-7099</i>	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>PAT EVANS F+S</i>	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
490 491 492 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523	<i>7-8-93, 7-9-93, 7-10-93, 7-12-93 (OID-09B) 7-12-93 (10B-12W), 7-13-93, 7-14-93 (OID-10F) 7-14-93 (11B-12W), 7-15-93, 7-16-93 (OID-25B) 7-2-93-H20 8-31-93, 9-1-93 9-2-93, 9-3-93, 9-4-93 9-7-93, 9-8-93, 9-9-93 (OID-15F) 9-9-93 (16D-12W), 9-10-93, 9-11-93 9-13-93 (OID-25B) 9-13-93 (12D-12W), 9-14-93, 9-15-93 9-16-93, 9-17-93 (OID-12F) 8-9-93-M40 8-19-93 M18, 9-20-93 (OID-10F) 9-20-93 (11B-12W), 9-21-93, 9-22-93 (OID-10F) 9-22-93 (11B-12W), 9-23-93, 9-24-93 (OID-25B) 8-26-93-L62 9-27-93, 9-28-93, 9-22-93 P-31 9-29-93, 9-30-93 10-1-93, 10-2-93, 10-4-93 10-5-93, 10-6-93, 10-7-93 (OID-21B) 10-7-93 (24D-12W), 10-8-93, 10-12-93 10-13-93, 10-14-93 10-15-93, 10-18-93, 10-19-93 (OID-11B) 9-24-93-K15 10-19-93 (13B-12W), 10-20-93 10-21-93 (OID-21B)</i>	<div style="font-family: cursive; font-size: 1.2em;"> 4014A-8 #6 1725 #2 7/98 DISPOSAL 1/12/00 LJS </div>

93	Refund Check Register and Transmittals	- 06/06/91-08/16/91	1014A-2
94	" " " " " "	- 08/19/91-11/19/91	"
95	" " " " " "	- 11/12/91-02/07/92	"
96	" " " " " "	- 02/01/92-04/10/92	"
97	" " " " " "	- 04/13/92-06/24/92	"
98	" " " " " "	- 07/23/92-09/25/92	"
99	" " " " " "	- 09/25/92-11/12/92	"
100	" " " " " "	- 12/09/92-02/05/93	"
101	" " " " " "	- 02/09/93-03/08/93	"
102	" " " " " "	- 03/09/93-04/02/93	"
103	" " " " " "	- 04/06/93-04/26/93	"
104	" " " " " "	- 04/27/93-05/17/93	"
105	" " " " " "	- 05/19/93-06/04/93	"
106	" " " " " "	- 06/10/93-07/01/93	"
107	" " " " " "	- 07/06/93-07/19/93	"
108	" " " " " "	- 07/21/93-08/04/93	"
109	" " " " " "	- 08/06/93-08/26/93	"
110	" " " " " "	- 08/30/93-09/17/93	"
111	" " " " " "	- 09/20/93-10/07/93	"
112	" " " " " "	- 10/08/93-11/15/93	"
113	" " " " " "	- 10/25/93-11/05/93	"
114	" " " " " "	- 11/16/93-12/06/93	"
115	" " " " " "	- 12/08/93-12/29/93	"
116	" " " " " "	- 12/30/93-01/24/94	"
116	" " " " " "	- 01/20/94-01/29/94	"
117	" " " " " "	- 01/24/94-02/10/94	"
118	" " " " " "	- 02/15/94-02/28/94	"
119	" " " " " "	- 03/04/94-03/17/94	"
120	" " " " " "	- 03/18/94-04/08/94	"
121	" " " " " "	- 04/13/94	"
122	" " " " " "	- 05/18/92,06/05/92	"
122	" " " " " "	- 06/30/92-07/09/92	"
122	" " " " " "	- 08/19/92-08/31/92	"

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S-14-~~22~~ 18

201 Empties

8-18-22

(10174-2)

- 524 10-21-93 (24D-12W),
- 525 10-26-93, 10-27-93 (O1D-10F)
- 526 10-27-93 (11B-12W), 10-28-93, 10-29-93, 10-30-93
- 527 11-1-93, 11-2-93, 11-3-93 (O1D-12F) 10-6-93-Y32 10-25-93-L
- 528 11-3-93 16D-12W 11-4-93, 11-5-93, 8-26-93-B07
- 529 11-8-93, 11-9-93, 11-10-93 (O1D-16E) 9-20-93-J20
- 530 11-10-93 (21B-12W) 11-12-93, 11-15-93, 7-27-93-M58
- 531 11-16-93, 11-17-93, 11-18-93 (O1D-10F)
- 532 11-18-93 (11B-12W), 11-19-93, 11-20-93, 11-22-93 (O1D-16E)
- 533 11-22-93 (21B-12W), 11-23-93, 11-24-93
- 534 11-26-93, 11-27-93, 11-29-93, 11-30-93 (O1D-25B)
- 535 11-30-93 (12D-12W), 12-1-93, 12-2-93
- 536 12-3-93, 12-6-93, 12-7-93
- 537 12-8-93, 12-9-93, 12-10-93 (O1D-16E)
- 538 12-10-93 (21B-12W), 12-13-93, 12-14-93, 12-7-93-W03
11-23-93-Y20
- 539 12-15-93, 12-16-93, 12-17-93
- 540 12-20-93, 12-21-93, 12-22-93 (O1D-12W) 11-19-93-L79
- 541 12-22-93 (12B-12B), 12-23-93, 12-27-93, 12-28-93
- 542 12-29-93, 12-30-93, 1-3-94
- 543 1-4-94, 1-5-94, 1-6-94 (O1D-16E)
- 544 1-6-94, 1-7-94, 1-10-94, 12-2-93-D13
- 545 1-11-94, 1-12-94, 1-13-94
- 546 1-17-94, 1-18-94, 1-19-94, 11-9-93-A39, 12-8-93-M62
- 547 1-20-94, 1-21-94, 1-24-94
- 548 1-25-94, 1-26-94
- 549 1-27-94, 1-28-94, 1-31-94. EXCEPT D-B
- 550 1-31-94 (D-B) 2-1-94, 2-2-94
- 551 2-3-94, 2-4-94, 2-7-94
- 552 2-7-94-12F, 2-8-94 (EXCEPT DEFY), 2-9-94 (EXCEPT DEFY) 2-10-94, 2-11-94
- 553 2-14-94, 2-15-94 2-8-94 * 9 * 10 * 11 (DEFY) 2-3-94 (P48) 2-4-94 (P48)
- 554 2-16-94, 2-17-94, 2-18-94 (O1D-24E) 2-3-94 (P71)
- 555 2-18-94 (25B-12W), 2-22-94, 2-23-94, 2-24-94 (O1D-10F)
- 556 2-24-94 (11B-12W), 2-25-94, 2-28-94
- 557 3-1-94, 3-2-94, 3-3-94
- 558 3-4-94, 3-7-94, 3-8-94 (O1D-16E)
- 559 3-8-94 (21B-12W), 3-9-94, 3-10-94, 3+12, 94

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M V A		ACCESSION NO. 96W500	DATE REC'D 11-16-95
B. DIVISION/UNIT FINANCE & STATISTICS		RM CODE 26.02.13	
C. MAILING ADDRESS 6601 RITCHIE HWY. GLEN BURNIE 21062		LOCATION RANGE SECTION(S) 26 7	NO. OF CU. FT. 8
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Richard Dodgen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	BULK DRIVING RECORDS	1725
1	01-01-95 - 01-27-95	1A
2	01-30-95 - 02-24-95	1014
3	02-27-95 - 03-27-95	" ITEM#1.B.
	COUNTER DRIVING RECORDS	7/98
4	01-01-95 - 01-30-95	1014
5	01-31-95 - 02-14-95	" ITEM#1.B.
6	02-15-95 - 03-01-95	" "
7	03-02-95 - 03-15-95	" "
8	03-16-95 - 03-29-95	" "

*DISPOSAL
11-4-98*

SHA 26.03.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
PROJECT PLANNING		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
94W285		944	1		7	7/98	RECYCLE

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

 Signature

 Records Center Manager
 Title

 June 30, 1998
 Date

RECORDS TRANSMITTAL AND RECEIPT

Card 1

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1.		ACCESSION NO. <i>94W285</i>	DATE REC'D
B. DIVISION/UNIT <i>SHA Project Planning</i>		LOCATION RANGE SECTION(S) <i>116 21-22</i>	RM CODE <i>26.03.01</i>
C. MAILING ADDRESS		NO. OF CU. FT. <i>7</i>	RECORDS CENTER MANAGER
D. PHONE NO.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
E. AGENCY OFFICIAL			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	<i>19, 24, 25, 36, 37, 38 and 47</i>	<i>Sch. 944 # 1</i> <i>Disposal 9/8/98</i> <i>PL</i>	

7empty

R116 S21

SHA 26.03.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
HIGHWAY DESIGN		
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.				
94W201		178	1	1989-1990	8	7/98	RECYCLE

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

_____ Records Center Manager June 30, 1998
 Signature Title Date

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO. 94W201	DATE REC'D 8-13-93
B. DIVISION/UNIT Highway Design			RM CODE 26.03.03
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S) 19 11	NO. OF CU. FT. 8
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Contract No. CL-734-501-777 Correspondence 11/89, Reports	Md 26 178/#1 April, 1998
	Contract No. CL-709-501-771 Correspondence 7/89, Reports	Md 26 " " 7/98
	Contract No. W-865-501-676 Correspondence 4/90, Reports	Md 144WB " "
	Contract No. A-742-501-677 Correspondence 2/90, Reports	US 220 " "
	Contract No. HO-700-501-776 Correspondence 2/90, Reports	US 1 " "
	Contract No. A-744-501-676 Correspondence 3/90, Reports	Md 51 " "
	Contract No. HO-701-501-776 Correspondence 9/89, Reports	Md. 32 " "
	Contract No. W-866-501-677 Correspondence 3/90, Reports	US 340 " "
	Contract No. A-743-501-677 Correspondence 2/90, Reports	US 220 " "
	Contract No. W-856-501-681 Correspondence 8/89, Reports	US 40AL " "

DISPOSAL
11-4-98

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
2	Contract No. F-200-501-777 Correspondence 3/90, Reports	I-70	178/#1 April, 1998
	Contract No. F-198-501-776 Correspondence 3/90, Reports	Md 85	" "
	Contract No. A-741-501-677 Correspondence 1/90, Reports	Md 936	" "
	Contract No. F-175-501-776 Correspondence 2/90, Reports	Md 144FB	" "
	Contract No. HO-716-501-776 Correspondence 2/90, Reports		" "
	Contract No. W-855-501-671 Correspondence 9/89, Reports	US 11	" "
	Contract No. B-870-501-477 Correspondence 10/89, Reports	Md 88	" "
	Contract No. AA-414-501-576 Correspondence 5/89, Reports	Md. 648	" "
	Contract No. H-900-501-476 Correspondence 5/90, Reports		" "

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway DDesign			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3	Contract No. AA-937-507-572 Correspondence 9/89, Reports	I-97 178/#1 April, 1998
	Contract No. C-405-501-577 Correspondence 9/89, Reports	Md 4 " "
	Contract No. C-409-501-577 Correspondence 5/90, Reports	Md 260 " "
	Contract No. B-854-501-477 Correspondence 3/90, Reports	Md 439 " "
	Contract No. AA-490-501-577 Correspondence 5/90, Reports	Md 2 " "
	Contract No. C-406-501-577 Correspondence 3/90, Reports	Md. 765 " "
	Contract No. AA-475-501-577 Correspondence 7/89, Reports	US 50 " "
	Contract No. H-908-501-477 Correspondence 10/89, Reports	Md 23 " "
	Contract No. C-403-501-581 Correspondence 7/89, Reports	Md. 2 " "
	Contract No. G-521-501-677 Correspondence 10/89, Reports	US 40 " "

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md.		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
4	Contract No. C-407-501-577 Correspondence 4/90, Reports	Md. 258 178/#1 April, 1998
	Contract No. AA-486-501-576 Correspondence 3/90, Reports	Md 177 " "
	Contract No. HO-720-501-777 Correspondence 8/90, Reports	Md 144A " "
	Contract No. G-533-501-677 Correspondence 10/90, Reports	Md 135 " "
	Contract No. S-367-501-176 Correspondence 7/90, Reports	Md. 363 " "
	Contract No. AA-499-501-576 Correspondence 11/90, Reports	Md. 178 " "
	Contract No. T-367-501-277 Correspondence 8/91, Reports	Md 322 " "
	Contract No. G-532-501-677 Correspondence 6/91, Reports	US 48 " "
	Contract No. G-534-501-677 Correspondence 11/90, Reports	Md 219 " "
	Contract No. HO-680-501-776 Correspondence 10/90, Reports	" "

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
5	Contract No. G-530-501-677 Correspondence 3/90, Reports	US 219 178/#1 April, 1998
	Contract No. B-911-501-476 Correspondence 7/90, Reports	Md 158 " "
	Contract No. T-368-501-277 Correspondence 8/90, Reports	Md. 381 " "
	Contract No. CL-741-501-776 Correspondence 7/90, Reports	Md 97 " "
	Contract No. CO-525-501-277 Correspondence 7/90, Reports	Md 313 " "
	Contract No. B-914-501-477 Correspondence 7/90, Reports	I-83 " "
	Contract No. A-746-501-676 Correspondence 6/90, Reports	US 48 " "
	Contract No. W-867-501-677 Correspondence 5/90, Reports	I-70 " "
	Contract No. AA-489-501-576 Correspondence 6/90, Reports	Md 2 " "

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
6	Contract No. B-878-501-471 Correspondence 4/90, Reports	US 1 178/#1 April, 1998
	Contract No. CL-740-501-777 Correspondence 6/90, Reports	Md 97 " "
	Contract No. W-867-501-677 Correspondence 8/90, Reports	I-70 " "
	Contract No. CE-690-501-277 Correspondence 10/89, Reports	Md 277 " "
	Contract No. WI-653-501-177 Correspondence 12/90, Reports	US 13 Bus. " "
	Contract No. M-651-501-377 Correspondence 3/90, Reports	Md 190 " "
	Contract No. P-937-501-377 Correspondence 12/89, Reports	Md 193 " "
	Contract No. M-636-501-376 Correspondence 5/90, Reports	Md 97 " "

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
7	Contract No. 501-23-114-90 Correspondence 11/89, Reports	Dist. 1 Wo. Co. 178/#1 April, 1998
	Contract No. P-938-501-377 Correspondence 12/89, Reports	Md. 650 " "
	Contract No. WO674-501-177 Correspondence 5/90, Reports	US 50 " "
	Contract No. WI-648-501-176 Correspondence 8/89, Reports	Md 346 " "
	Contract No. WI-651-501-177 Correspondence 10/89, Reports	US 13 " "
	Contract No. B-843-501-476 Correspondence 2/90, Reports	Md 166 & Md 372 " "
	Contract No. P-946-501-376 Correspondence 6/90, Reports	Md 4 " "
	Contract No. M-642-501-377 Correspondence 12/89, Reports	Md 185 " "
	Contract No. S-366-501-177 Correspondence 2/90, Reports	Md 413 " "
	Contract No. Q-645-501-227 Correspondence 4/89, Reports	US 301 " "
	Contract No. WO-667-501-177 Correspondence 10/89, Reports	US 50 " "
	Contract No. B-902-501-476 Correspondence 2/90, Reports	Md 139 " "
	Contract No. M-650-501-377 Correspondence 3/90, Reports	Md 650 " "

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Highway Design			RM CODE
C. MAILING ADDRESS 211 E. Madison St. Baltimore, Md. 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-1428		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Mike Mariella (DLG Spec. Proj.)		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
8	Contract No. WI-655-501-177 Correspondence 4/90, Reports	Md 349 178/#1 April, 1998
	Contract No. Q-637-501-277 Correspondence 7/89, Reports	US 301 " "
	Contract No. WO-670-501-177 Correspondence 11/89, Reports	US 113 " "
	Contract No. D-540-501-177 Correspondence 8/89, Reports	Md 307 " "
	Contract No. D-542-501-177 Correspondence 12/89, Reports	Md 16 " "
	Contract No. D-543-501-177 Correspondence 3/90, Reports	Md 392 " "
	Contract No. K-413-501-277 Correspondence 12/89, Reports	Md 291 " "

E

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO. 96W84	DATE REC'D 8-23-95
B. DIVISION/UNIT O & P			RM CODE 17.06.01
C. MAILING ADDRESS 501 SAINT PAUL PDACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S) 43 - 30	NO. OF CU. FT. 1
D. PHONE NO. 333-3087		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE, EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
41	93-95 Renewals FY 94. Batch Numbers 3000-3159	Sch. # 612-146 Item # 3 July 1, 1998 <i>DISPOSAL 11-10-98</i>

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO. 96W714	DATE REC'D 12-6-95
B. DIVISION/UNIT O & P			RM CODE 17.06.01
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S) 13 29	NO. OF CU. FT. 18
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE-EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	CASES CLOSED FISCAL YEAR 1994 91-2398 92-1987 92-2362 92-2569 93-202 93-229 93-818	July 1, 1998 612-146 ITEM 21 <i>Disposed</i> <i>9/29/98</i> <i>RF</i>	

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO.		DATE REC'D	
B. DIVISION/UNIT O & P				RM CODE	
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S)		NO. OF CU. FT.	
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL GEORGIA DUFFEE-EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE			
2	CASES CLOSED FISCAL YEAR 1994 94-0001 94-0056 94-0105 94-0003 94-0058 94-0106 94-0004 94-0059 94-0107 94-0006 94-0060 94-0108 94-0007 94-0061 94-0109 94-0010 94-0062 94-0011 94-0064 94-0012 94-0068 94-0013 94-0069 94-0014 94-0073 94-0017 94-0074 94-0020 94-0075 94-0022 94-0077 94-0024 94-0078 94-0026 94-0080 94-0027 94-0081 94-0028 94-0082 94-0031 94-0083 94-0035 94-0085 94-0036 94-0086 94-0039 94-0089 94-0040 94-0092 94-0047 94-0094 94-0048 94-0095 94-0049 94-0096 94-0050 94-0097 94-0051 94-0098 94-0052 94-0100 94-0053 94-0101 94-0055 94-0102	July 1, 1998. 612-146 ITEM 21			

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT O & P			RM CODE
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE-EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
3	CASES CLOSED FISCAL YEAR 1994 94-0111 94-0178 94-0112 94-0181 94-0115 94-0182 94-0117 94-0183 94-0118 94-0184 94-0120 94-0185 94-0121 94-0187 94-0122 94-0188 94-0127 94-0190 94-0128 94-0191 94-0134 94-0195 94-0137 94-0200 94-0138 94-0201 94-0139 94-0212 94-0141 94-0214 94-0146 94-0215 94-0147 94-0217 94-0149 94-0218 94-0150 94-0219 94-0155 94-0220 94-0156 94-0221 94-0158 94-0222 94-0159 94-0224 94-0160 94-0161 94-0163 94-0164 94-0165 94-0168 94-0175	July 1, 1998 612-146 ITEM 21	

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT O & P			RM CODE
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE, EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY, SCHEDULE, ITEM NO., DISPOSAL DATE
16	CLOSED COMPLAINT FISCAL YEAR 1994	July 1, 1998
	94-1918 94-1967 94-2030 94-2100 94-1919 94-1973 94-2031 94-2101 94-1921 94-1974 94-2033 94-2102 94-1922 94-1976 94-2035 94-2104 94-1924 94-1979 94-2037 94-2105 94-1925 94-1980 94-2038 94-2108 94-1927 94-1981 94-2041 94-2114 94-1928 94-1983 94-2045 94-2115 94-1930 94-1985 94-2046 94-2116 94-1931 94-1988 94-2049 94-1933 94-1989 94-2053 94-1934 94-1990 94-2058 94-1935 94-1991 94-2060 94-1936 94-1992 94-2061 94-1937 94-1994 94-2063 94-1938 94-1995 94-2064 94-1941 94-1996 94-2065 94-1949 94-1997 94-2066 94-1950 94-1999 94-2068 94-1951 94-2000 94-2073 94-1952 94-2001 94-2074 94-1956 94-2003 94-2075 94-1957 94-2006 94-2078 94-1958 94-2008 94-2079 94-1960 94-2009 94-2080 94-1962 94-2013 94-2084 94-1966 94-2016 94-2092 94-2018 94-2093 94-2027 94-2098 94-2028 94-2099	612-146 ITEM 21

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

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT O & P			RM CODE
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE, EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY, SCHEDULE, ITEM NO., DISPOSAL DATE
17	CLOSED COMPLAINTS FISCAL YEAR 1994	July 1, 1998
	94-2117 94-2158 94-2254 94-2329	612-146
	94-2118 94-2161 94-2255 94-2336	ITEM 2 /
	94-2119 94-2165 94-2256 94-2340	
	94-2120 94-2166 94-2257 94-2346	
	94-2121 94-2168 94-2261 94-2390	
	94-2122 94-2169 94-2264 94-2391	
	94-2123 94-2179 94-2265 94-2395	
	94-2124 94-2186 94-2266 94-2396	
	94-2125 94-2187 94-2268	
	94-2126 94-2191 94-2269	
	94-2127 94-2194 94-2270	
	94-2128 94-2199 94-2274	
	94-2129 94-2201 94-2278	
	94-2130 94-2213 94-2281	
	94-2131 94-2214 94-2282	
	94-2132 94-2215 94-2283	
	94-2136 94-2216 94-2285	
	94-2137 94-2220 94-2286	
	94-2138 94-2222 94-2287	
	94-2139 94-2228 94-2289	
	94-2140 94-2230 94-2299	
	94-2142 94-2242 94-2301	
	94-2144 94-2243 94-2309	
	94-2149 94-2244 94-2310	
	94-2150 94-2245 94-2311	
	94-2152 94-2246 94-2312	
	94-2154 94-2247 94-2314	
	94-2155 94-2249 94-2322	
	94-2156 94-2250 94-2325	
	94-2157 94-2253 94-2328	

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

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. HOME IMPROVEMENT COMMISSION		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT O & P			RM CODE
C. MAILING ADDRESS 501 SAINT PAUL PLACE ROOM 801 BALTIMORE, MARYLAND 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-3089		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL GEORGIA DUFFEE, EXECUTIVE DIRECTOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY, SCHEDULE, ITEM NO., DISPOSAL DATE
18	CLOSED COMPLAINT FISCAL YEAR 1994	July 1, 1998
	94-2403 94-2510	612-146
	94-2404 94-2518	ITEM 2 1
	94-2406 94-2528	
	94-2407 94-2566	
	94-2408 94-2568	
	94-2410 94-2579	
	94-2411 94-2606	
	94-2412 94-2607	
	94-2415 94-2609	
	94-2417 94-2612	
	94-2418 94-2614	
	94-2424 93-1494	
	94-2427 92-2430	
	94-2430	
	94-2443	
	94-2452	
	94-2455	
	94-2456	
	94-2460	
	94-2462	
	94-2478	
	94-2482	
	94-2486	
	94-2488	
	94-2489	
	94-2490	
	94-2494	
	94-2502	
	94-2504	
	94-2507	

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 34.04.01.07 <i>17.05.03</i> 1700		ACCESSION NO. 96W598	DATE REC'D 11-22-95
d) AGENCY Dept. of Labor, Licensing & Regulation		LOCATION - RANGE 14	SECTION(S) 1-2
c) DIVISION/UNIT Prevailing Wage-4th Floor		NO. OF CU. FT. 56	
d) MAILING ADDRESS 501 St. Paul Place Baltimore, Md 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Ileana O'Brien	PHONE NO. 333-4193	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	"PLEASE SEE ATTACHED SHEETS" Boxes # 1 Through 56 Certified Payrolls -1994	612-138 7/98

*DISPOSED
4-1-00*

LIST TO GO TO ARCHIVES

- BOX 1 MULTIPURPOSE BLDG-JESSUP-KW-000-901-001
MCI-SITWORK & UTILITIES & PERIMETER SECURITY-PH. II
KJ-005/006-861-201/101
- 2 FINAN CTR-ROOF REPLACEMENT-MA-000-901-002
WASTEWATER TREATMENT FAC.-ST. MARY'S CO.-ES-017-831-001
MELWOOD HORTICULTURAL TRAINING CTR.-OPM MO. NR 121
DEER'S HEAD CTR-RENOV.-HVAC & ELECTRICAL DISTRIBUTION
H-453-861-001 & H-000-851-001
- 3 STUDENT & FACULTY SERV. BLDG.& GARAGE-E-910056
- 4 STUDENT & FACULTY SERV. BLDG.& GARAGE-E-910056(CONT'D)
NORTHEAST ELM SCHOOL-01.030.93.LP
H.L. TOULSON CORRECT. BOOT CAMP-SUPPORT SERVICES BLDG
KH-001-901-003
- 5 NEW FACULTY MTR HEADQUARTERS AT FSK BRIDGE-PHASE II
KB-383-000-006
BRIDGE REHAB. AT JFK HIGHWAY & T.J. HATEM MEM. BRIDGE
KH-488-000-006R
- 6 RESURFACING EAST BOUND /NEW WEST RD ON MD 228-US 301
CH-571-501-571
HAGERSTOWN JR. COLLEGE-TECH. INNOVATION CTR
UMES SITE IMPROVEMENTS-PHASE IIB-UP-000-799-401
- 7 SALISBURY STATE UNIVERSITY-HVAC-TS-000-922-111
MANOKIN & WICOMICO HALLS
ALLEGANY COUNTY CTR-RECONSTRUCTION OF "C" WING
PSC-01.027.93.SR
80 BED DORM.-JAIL INDUSTRIAL BLDG-KT-000-924-503
TOWSON STATE UNIVERSITY-FINE ARTS-ROOF REPLACEMENT
TSU-ES-281-9406
TOWSON STATE UNIVERSITY-LIGHTING RETROFIT(6 BLDGS)
T-000-930-003
BWI-REHAB OF AIRFIELD PAVEMENT-MAA-CO-93-001
BWI-MALL AREA PARKING LOT IMPROVEMENTS-MAA-CO-92-004
BWI-TAXIWAY I RELOCATION-MAA-CO-94-007
BWI-ENHANCEMENT-LANDSCAPING-MAA-CO-94-003
DUNDALK MARINE TERMINAL-PAVEMENT REPAIRS-593028
- 8 UPPER MARLBORO MAINTENANCE FACILITY-P-942-501-329
EASTERN CORRECTIONAL INST.-420 BED MIN. SECURITY FAC.
KO-000-911-003
- 9-10 ALBIN O'KUHN LIBRARY-UA-000-901-001
- 11 CHARLES COUNTY DET. CTR.-PP-2544
- 12 CHARLES COUNTY DET. CTR.-PP-2544(CONT'D)
WALTER P. CARTER CENTER-NEW GYM-MB-000-921-001
WAXTERS CHILDRENS CTR-MOD. DET. ADDITION-DD-591-941-003
VIADUCT OVER LAWYERS HILL ROAD-HT-679-000-002

- 13 DIST. 5 REPAIRS/REHAB-BRIDGES-AW-540-701-014
RESURFACING MD 450-AA-502-501-577
WM PRESTON LANE MEMORIAL BRIDGE-EASTBOUND SPAN-
UNDERWATER REPAIRS OF PIERS 10 & 41-LB-693-000-002
MONTGOMERY CO.-CLEANING/PAINTING BRIDGES-M-660-701-014
DIST. 6 REPAIRS/REHAB-BRIDGES-AW-541-701-014
DIST. 7 REPAIRS/REHAB-BRIDGES-AW-542-701-014
DIST. 2 REPAIRS/REHAB-BRIDGES-AW-537-701-014

- 14 HARFORD COMMUNITY COLLEGE-APPRENTICESHIP &
TRAINING-N/A
MCI-ELECTRICIAL UPGRADES-PHASE II-
KB-000/874-CO1,911-CO1,912-CO1,913-CO1

- 15 PRESTON TREE NURSERY-PHASE II-MAIN PROCESSING BLDG-
F-006-920-103
CHARLES HICKEY SCHOOL-RENOV.-PHASE IIA-DT-000-910-701
BWI AIRPORT-NEW SATELLITE PARKING LOT #5-MAA-CO-94-028
BALTIMORE CITY COMMUNITY COLLEGE-ED FAC.-CC-623-902-002

- 16 SARATOGA STATE CTR.-1ST FLOOR RENOVATION-BB-000-911-001
901 N. HOWARD ST-ASBESTOS ABATEMENT-N/A
CHEM/PHYICS BLDG-UMBC-AIR HANDLING SYSTEM-E-920305
WASTEWATER TREATMENT FACILITY-GARRETT CO.(ACCIDENT)
CR01.12/SWQH-03.12
MVA-EASTON FULL SERVICE BRANCH-MVA-93-CO-004
MCI-ELECTRICAL UPGRADES-PH I-KB-000-874-101
BALTIMORE HARBOR TUNNEL-REPLACEMENT OF TRAFFIC SIGNS
HT-401-000-002
GARRETT COUNTY PUBLIC SAFETY CTR-PW-000-881-001

- 17 CHELTENHAM YOUTH CTR-PERIMETER SECURITY FENCING
DC-000-931/001,101
MEDICAL TECHNOLOGY BLDG-EXTERIOR PHASE I-RFP-93-31.01
GARRETT COUNTY LANDFILL-91-03-32
ENVIRON. GEOCHEM CTR-SOLOMON'S ISLAND-RE-000-891-002

- 18 BRIDGE REPAIR-AW-404-701-014
KH-301-000-006-WIDENING I-95 MD RTE 43 TO RT 24
DUNDALK MARINE TERMINAL-ENTRANCE GATE FACILITY-
MPA-592024
MCI-BOILER PLANT-KJ-682-901-001
KH-559-000-002-RESURFACE MAINLINE, MD 272 TO DELAWARE
LINE AT JFK HIGHWAY

- 19 BALTIMORE MUSEUM OF ART-N/A
REPLACEMENT OF DUAL BRIDGE-CE-688-201-271
~~INDEX REUSE AND PROJECT MRF-116~~
VALE SUMMIT LANDFILL CAPPING PROJECT-AC-94-1
BRIDGE REPAIR/REHAB-AW-402-701-014

- 20 BOWIE STATE-300 BED-TB-000-912-011
BALTIMORE MUSEUM OF ART (CONT'D)

- 21 MORGAN STATE-BLOUNT TOWERS-II-RENOV.-N-000-894-104

- 22 WOR-WIC COMMUNITY COLLEGE-ACADEMIC/ADMIN BLDG.-
SBBC NO. 17-89-208

- 23 MHC-ANNEX-ADMIN., REGISTRATION & SECURITY BLDG
KJ-000-892-002/KJ-006-861-001/KJ-000-893-002
CECIL COMMUNITY COLLEGE-RENOV. OF ARTS & SCIENCES BLDG
CC-13-89-198
- 24 IMPROVEMENTS TO MAINTENCE BLDG #1-KH-662-000-006
UMCP-NORTHGATE DEVELOPMENT-U-000-762-501
UMCP-ADULT EDUCATION CTR.-ASBESTOS ABATEMENT-E-920205
FRANCIS X. GALLAGHER CTR-RENOV.-N/A
- 25 HOWARD COUNTY DET. CTR.-C-0193
- 26 UMCP-ARTIFICIAL TURF RECERATION FIELDS-E-930336
PENN STREET GARAGE-92-810
WCI-SITE DEMOLITION-KN-100-911-CO2
UMAB-LAW SCHOOL-BS-93-706
- 27 ROBERT MERRICK SCHOOL OF BUSINESS-TU-000-892-002
- 28 ROBERT MERRICK SCHOOL OF BUSINESS (CON'T)
SUPERFOS EXPANSION-N/A
MULTI-TENANT BLDG-922-EDA-01-01-03238
BIDDLE STREET GARAGE-TU-000-911-003
- 29 ROSEWOOD THERA-BUILDING-R-494-911-001
ELK NECK STATE PARK-CAMPING LOOP "N"-SHOWER BLDG
CHARLOTTE HALL WASTEWATER TREATMENT FACILITY-93-04-47
COLLEGE PARK VOLUNTEER FIRE STATION-V-000-774-001
ATHLETIC FACILITIES RENOV/CONSTRUCTION-D-670303A
- 30 MORGAN STATE-HOLMES HALL-N-000-895-003
- 31 UMES-ACADEMIC EXTENSION CTR-8776.00
COLLEGE PARK VOL. FIRE STATION (FOLDER #2)
- 32 RICA-REGIONAL INSTITUTE FOR CHILDREN AND ADOLESENTS
NEW DORM FAC. -MC-000-861-001
THE FAMILY PLACE
MURPHY & HARFORD HALLS-UMES-E-910281
- 33 JEFFERSON PATTERSON PARK & MUSEUM-HT-009-842-001
SHILLMAN BLDG-INTERIOR RETROFIT-BB-500-932-001
AW-539-701-014-REPAIRS TO BRIDGES
- 34 CROWNSVILLE HOSPITAL-RENOVATE ELECTRICAL DIST. SYS
C-000-921-001
DUNDALK MARINE TERMINAL-50 FT CRANE TRACK-594013
SEAGIRT MARINE TERMINAL-PAVEMENT REPAIRS-594918
EASTON SANITARY LANDFILL-94-03-06
JERUSALEM MILL RECONSTRUCTION-P-032-882-001
GARRISON FOREST VETERANS CEMETARY-PHASE IIB
VC-005-881-125
VEHICLE EMISSIONS INSPECTION STATIONS-(#17-20)
DOT-MED-93-001
- 35 CHIEF MEDICAL EXAMINERS OFFICE-BH-000-861-120 (FRENSIC)
CENTURY NURSING HOME RENOVATIONS-102 PAGE ST-94-200

- 36 VEHICLE EMISSIONS INSPECTION STATIONS-(#1-7)
DOT-MED-93-001
- 37 VEHICLE EMISSIONS INSPECTION STATIONS-(#8-16)
DOT-MED-93-001
- 38 BALTIMORE COUNTY DET. CTR.(OMNI & G.E. TIGNALL ONLY)
92011-POO
- 39 BALTIMORE COUNTY DET. CTR.(CONT'D)-92011-POO
- 40 BALTIMORE COUNTY DET. CTR.(CONT'D)-92011-POO
6 ST. PAUL STREET-N/A
- 41 ADMINISTRATIVE HEARINGS
- 42 CENTRAL BOOKING & INTAKE FACILITY-(OMNI PAYROLLS ONLY)
KH-000-911-001
- 43 CENTRAL BOOKING & INTAKE FACILITY-(OMNI PAYROLLS ONLY)
KH-000-911-001
- 44 FROSTBURG STATE UNIVERSITY-FIBER OPTIC-E-940146
WASHINGTON CO DETENTION CTR.-"E" POD ADDITION
FREDERICK COOMMUNITY COLLEGE-ABC WEATHERIZATION
HARFORD MEMORIAL HOSPITAL-IMPATIENT PSYCH UNIT
94068
HARFORD COMMUNITY COLLEGE-H.E.A.T. CTR-IFB-94-11-002
- 45 BWI-CARPET TILE-MAA-CO-94-001
BWI-CONCOURSE C-EXTENSION HARDSTAND & APRON PAVING
MAA-CO-94-009
FREDERICK COMMUNTIY COLLEGE-LEARNING RESOURCES-
CC-06-09-195
- 46 CHRYSALIS HOUSE-89-6
ALLEGANY COMMUNITY COLLEGE-ALLIED HEALTH BLDG
CC-10-MC92-218
- 47 SUPPORT SERVICES BLDG.-MCI-ANNEX-KJ-000-896-D01
- 48 IMPROVEMENTS TO MAINTENCE BLDG # 2-KH-663-000-006
ANIMAL HEALTH LAB.-N/A
WASTEWATER TREATMENT FACILITY-MCI MOD.-93-04-40
- 49 CENTRAL BOOKING & INTAKE FACILITY-ALL CERT. PAYROLLS
KH-000-911-001
- 50 CENTRAL BOOKING & INTAKE FACILITY-ALL CERT. PAYROLLS
KH-000-911-001
- 51 CENTRAL BOOKING & INTAKE FACILITY-ALL CERT. PAYROLLS
KH-000-911-001

- 52 CLIFTON T. PERKINS-PHASE I RENOVATIONS-MS-531-861-001
- 53 CTP-PHASE I (CONTINUED)-MS-531-861-001
BWI-TERMINAL TICKET COUNTER-MAA-CO-94-002
- 54 UMCP-FRAT-ROW-PHSE V -D-670511C
UMCP-TRACK & FIELD-D-912112
UMES-MD FIRE & RESCUE INST.-U-000-911-001
UMES-WILSON-TRIGG HALL & STUDENT CTR.-E-920149
- 55 MD STATE PENN-400 BED DORM-K-007-851-020
- 56 MATAPEAKE MARINE TERMINAL-SEC-MT-FY-83
UMES-REGIONAL CANCER CTR-EASTON MEMEORIAL HOSPITAL
MIDSHORE REGIONAL LANDFILL-94-03-111RR
HOLLY CTR-COTTAGES 600 & 70-MR-000-921-001
DUNDALK MARINE TERMINAL-15TH ST. STORM DRAIN-94-03-52
DUNDALK MARINE TERMINAL-AREA 400 UTIL-595007
DUNDALK MARINE TERMINAL-CONTAINER CRANE-594014

R-14

S-1-2

10 empties

S-2

MTA 26.01.06.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE/PAYROLL		
Division or Unit		

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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				
92W1211	MONTHLY LABOR REPORTS	992	1D	7/88-6/90	24	1/98	RECYCLE
95W1506	MICROFICHE	992	1D	19985-1992	8	1/98	RECYCLE
						1/98	RECYCLE
						1/98	RECYCLE
						1/98	RECYCLE

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

_____ Signature	_____ Records Center Manager Title	_____ June 30, 1998 Date
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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration 26.01.06.01		ACCESSION NO. 92W1211	DATE REC'D 4-20-92
B. DIVISION/UNIT Finance/Payroll			RM CODE 26.01.06.01
C. MAILING ADDRESS 1515 Washington Blvd. Baltimore, Md. 21230		LOCATION RANGE SECTION(S) 17 6-7	NO. OF CU. FT. 24
D. PHONE NO. 333-3578		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Frank J. Taylor		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
102	Monthly Labor Reports 7/88 - 6/90	Schedule # 992 Item # 1-D January, 1998
103 thru 104	Office/Office Trans Timesheets 1990	
105	Sick Leave 1990	
106 thru 119	PB90's 7/7/90 - 1/12/91	
122	Staff Payroll Records 1990	
123	State Retirement Reports 1986 - 1990	
124 thru 127	Vista Dispatch Reports thru 12/29/90 kirk,bush,eastern,northwest	

*DISPOSAL
6-1-00*

R-17

S-6-7

1 Empty

8-7

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Mass Transit Administration 26.01.06.01		ACCESSION NO. 95W1506	DATE REC'D 5-12-95
B. DIVISION/UNIT Finance/Payroll			RM CODE 26.01.06.01
C. MAILING ADDRESS 6 St. Paul Street Payroll Dept., 8th Floor Baltimore, Maryland 21202		LOCATION RANGE 19 SECTION(S) 29	NO. OF CU. FT. 8
D. PHONE NO. 767-3736		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Frank J. Taylor		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
07	microfiche 1985 - 1990	Schedule # 992 Item # 1-D January, 1998	
08	updating balances staff/pension 4/1/88 - 12/31/90		
09 thru 10	updating balances wkly 12/31/89 - 12/22/90		
11	maint. Adjustments 1992		
12 thru 13	oper. Adjustments 1992		
14	vacation adjustments 6/16/91 - 12/26/92	Disposal 11-4-98	

R-19
S-29

1 Empty

MTA 26.01.06.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
89W623	POLICE APPLICANT INVESTIGATIONS	1163	3		2	1/98	RECYCLE

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

Signature		Records Center Manager
DGS 550-2 (Rev. 1/93)	Title	Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.06.03	ACCESSION NO. 89W624	DATE REC'D 12-23-88
b) AGENCY	LOCATION - RANGE 154 SECTION(S) 23 NO. OF CU. FT. 2	
c) DIVISION/UNIT MASS TRANSIT ADMINISTRATION		
d) MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MARYLAND 21230	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL E. W. BRAUER, JR.	PHONE NO. 333-3550	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>1 of 2</u>	Police Applicant Investigations (Rejections) This file contains application for employment personal history statements, fingerprint cards, authorization for disclosure of information forms, education records, employment records, copy of personal information data. 87-001 - 87-070	1163,3,12/31/1997 1/98 -do-
<u>2 of 2</u>	Same as above 87-071 - 87-109	Disposal 7/99

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

MARYLAND TRANSPORTATION AUTHORITY 26.01.14
Reporting Agency
FINANCE
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 (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
94W1225	MONTHLY REPORT FILES	1592	1	1/89-12/89	1	1/98	RECYCLE
94W1226	MONTHLY JOURNAL ENTRIES	1592	09	1/89-12/89	1	1/98	RECYCLE

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

_____ Records Center Manager
 Signature Title Date

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE 26.01.14		ACCESSION NO. 94W1225	DATE REC'D 6-6-94
b) AGENCY Md Transportation Authority		LOCATION - RANGE 104	SECTION(S) 16
c) DIVISION/UNIT Finance		NO. OF CU. FT. 1	
d) MAILING ADDRESS P.O. Box 9088 Dundalk Md 21222		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Michèle Pcellus		PHONE NO. 410288-8454	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
#337	Monthly Report Files (Acting Unit) 1/89-12/89	#1592 ITEM # 5 Jan 1998 Disposed 11/13/98 PAC	

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1226</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md TRANSPORTATION Authority</u>		LOCATION - RANGE <u>104</u> SECTION(S) <u>16</u>	ND. OF CU. FT. <u>1</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 6088</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michele Bellus</u>		PHONE NO. <u>410/288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>#370</u>	<u>Monthly Journal Entries 1/89 - 12/89</u>	<u>#1592 Item # 09</u> <u>Open 1998</u> <u>Disposed</u> <u>11/12/98</u> <u>MM</u>

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
89W865		1649	4	1987	3	1/98	RECYCLE
93W677	TIME CARDS	1813	14	1992	24	1/98	RECYCLE
93W853	TIME CARDS	1813	14	1992	16	1/98	RECYCLE
93W854	TIME CARDS	1813	14	1992	16	1/98	RECYCLE

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

_____ Records Center Manager
Signature Title Date

DGS 550-2 (Rev. 1/93)

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W865		DATE RECEIVED 2-24-89	
b. AGENCY State Highway Administration		RANGE 33		LOCATION SECTIONS 15	
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER		NO. OF CU. FT. 3	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL <i>[Signature]</i>					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 SUSPENSE SEPT 87 TO OCT 87
- 2 SUSPENSE OCT 87 TO NOV 87
- 3 PAYROLL & SUSPENSE NOV 87 TO DEC 87

1649		
918-4		01/98
918-4		01/98
918-4		01/98

*DISPOSAL
1-21-00*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W677		DATE RECEIVED 11-12-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35	LOCATION SECTIONS 13	NO. OF CU. FT. 24
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
		1813 #14	1198
1	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 10-61.7	731-20	8/2000
2	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 62-73	731-20	8/2000
3	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 74-84	731-20	8/2000
4	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 85-90.5	731-20	8/2000
5	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 90.6-93.2	731-20	8/2000
6	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 93.3-61.8	731-20	8/2000
7	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 98-98.79	731-20	8/2000
8	TIME CARDS PAY 14 06/24/92 TO 07/07/92 RC 99-99.60	731-20	8/2000
9	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 10-61.7	731-20	8/2000
10	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 62-73	731-20	8/2000
11	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 74-84	731-20	8/2000
12	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 85-90.5	731-20	8/2000
13	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 90.6-93.2	731-20	8/2000
14	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 93.3-61.8	731-20	8/2000
15	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 98-98.79	731-20	8/2000
16	TIME CARDS PAY 15 07/08/92 TO 07/21/92 RC 99-99.60	731-20	8/2000
17	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 10-61.7	731-20	8/2000
18	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 62-73	731-20	8/2000
19	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 74-84	731-20	8/2000
20	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 85-90.5	731-20	8/2000
21	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 90.6-93.2	731-20	8/2000
22	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 93.3-61.8	731-20	8/2000
23	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 98-98.79	731-20	8/2000
24	TIME CARDS PAY 16 07/22/92 TO 08/14/92 RC 99-99.80	731-20	8/2000

*Disposed
11/5/98
MR
24 Encls*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W853	DATE RECEIVED 1-13-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 21	LOCATION SECTIONS 12-13
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
		1813 #14	
1	TIME CARDS PAY17 08/05/92 TO 08/18/92 10-61.7	731-20	1/2000 1198
2	TIME CARDS PAY17 08/05/92 TO 08/18/92 62-73	731-20	1/2000
3	TIME CARDS PAY17 08/05/92 TO 08/18/92 74-84	731-20	1/2000
4	TIME CARDS PAY17 08/05/92 TO 08/18/92 85-90.5	731-20	1/2000
5	TIME CARDS PAY17 08/05/92 TO 08/18/92 90.6-93.2	731-20	1/2000
6	TIME CARDS PAY17 08/05/92 TO 08/18/92 93.3-61.8	731-20	1/2000
7	TIME CARDS PAY17 08/05/92 TO 08/18/92 98-98.79	731-20	1/2000
8	TIME CARDS PAY17 08/05/92 TO 08/18/92 99-99.80	731-20	1/2000
9	TIME CARDS PAY18 08/19/92 TO 09/02/92 10-61.7	731-20	1/2000
10	TIME CARDS PAY18 08/19/92 TO 09/02/92 62-73	731-20	1/2000
11	TIME CARDS PAY18 08/19/92 TO 09/02/92 74-84	731-20	1/2000
12	TIME CARDS PAY18 08/19/92 TO 09/02/92 85-90.5	731-20	1/2000
13	TIME CARDS PAY18 08/19/92 TO 09/02/92 90.6-93.2	731-20	1/2000
14	TIME CARDS PAY18 08/19/92 TO 09/02/92 93.3-61.8	731-20	1/2000
15	TIME CARDS PAY18 08/19/92 TO 09/02/92 98-98.79	731-20	1/2000
16	TIME CARDS PAY18 08/19/92 TO 09/02/92 99-99.80	731-20	1/2000

*DISPOSAL
11-4-98*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W854		DATE RECEIVED 1-13-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS RANGE 32 SECTIONS 31		NO. OF CU. FT. 16	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY19 09/02/92 TO 09/15/92 10-61.7	1813-214 731-20	1/2000 1/98
2	TIME CARDS PAY19 09/02/92 TO 09/15/92 62-73	731-20	1/2000
3	TIME CARDS PAY19 09/02/92 TO 09/15/92 74-84	731-20	1/2000
4	TIME CARDS PAY19 09/02/92 TO 09/15/92 85-90.5	731-20	1/2000
5	TIME CARDS PAY19 09/02/92 TO 09/15/92 90.6-93.2	731-20	1/2000
6	TIME CARDS PAY19 09/02/92 TO 09/15/92 93.3-61.8	731-20	1/2000
7	TIME CARDS PAY19 09/02/92 TO 09/15/92 98-98.79	731-20	1/2000
8	TIME CARDS PAY19 09/02/92 TO 09/15/92 99-99.80	731-20	1/2000
9	TIME CARDS PAY20 09/16/92 TO 09/29/92 10-61.7	731-20	1/2000
10	TIME CARDS PAY20 09/16/92 TO 09/29/92 62-73	731-20	1/2000
11	TIME CARDS PAY20 09/16/92 TO 09/29/92 74-84	731-20	1/2000
12	TIME CARDS PAY20 09/16/92 TO 09/29/92 85-90.5	731-20	1/2000
13	TIME CARDS PAY20 09/16/92 TO 09/29/92 90.6-93.2	731-20	1/2000
14	TIME CARDS PAY20 09/16/92 TO 09/29/92 93.3-61.8	731-20	1/2000
15	TIME CARDS PAY20 09/16/92 TO 09/29/92 98-98.79	731-20	1/2000
16	TIME CARDS PAY20 09/16/92 TO 09/29/92 99-99.80	731-20	1/2000

DISPOSAL
11-5-98

R-32

S-31

1 empty

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE AND PROGRAM MANAGEMENT		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
89W269		858	2	1987-1988	8	7/98	RECYCLE
89W529	SUSPENSE	1649	4	6/87	1	7/98	RECYCLE
89W864	JOURNAL ENTRY BACKUPS	1064	6	6/87	1	7/98	RECYCLE
90W348		858	2	7/87-6/88	2	7/98	RECYCLE
91W197	JOURNAL ENTRY BOOKS	1649	6	7/86-6/87	1	7/98	RECYCLE
91W198	STANDARD JOURNAL BOOK OF SCHEDULES	1649	2	7/86-1/87	6	7/98	RECYCLE
91W199	TRIAL BALANCES	1649	5	6/84-1987	1	7/98	RECYCLE
91W1331	PAYROLL JOURNALS	1813	7	1990-1991	3	7/98	RECYCLE
92W329	PAYROLL JOURNALS	1813	7	1991	13	7/98	RECYCLE
92W1221	PAYROLL JOURNALS	1813	7	1991	1	7/98	RECYCLE
92W1416	PAYROLL JOURNAL	1813	3	1991	3	7/98	RECYCLE
93W667	BILLWORK	1191	4	1/91	1	7/98	RECYCLE
93W1100	MANUALS&MEMOS	858	28		2	7/98	RECYCLE
93W1529	GENERAL&BILLWORK	1191	4-6	1985-1991	3	7/98	RECYCLE
93W1566	TIME CARDS	1813	14	1992	16	7/98	RECYCLE
94W181	TIME CARDS	1813	24	1993	24	7/98	RECYCLE
94W182	TIME CARDS	1813	14	1993	40	7/98	RECYCLE
94W539	TIME CARDS	1813	14	1993	24	7/98	RECYCLE

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

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

Records Center Manager
Title

Dec. 30, 1998
Date

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W269	DATE RECEIVED 9-13-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 10	LOCATION SECTIONS 10
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 8	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ TSO, 30692, 30695 07/01/87 - 06/30/88
- 2 ✓ OAS, 30691, 07/01/87 - 06/30/88
- 3 ✓ TSO, 30691, 07/01/87 - 06/30/88
- 4 ✓ OAS, 30692, 07/01/87 - 06/30/88 1 of 2
- 5 ✓ OAS, 30692, 07/01/87 - 06/30/88 2 of 2
- 6 ✓ JOURNAL ENTRIES FY '88 JAN - JUNE '88
- 7 ✓ OAS, 30695, 07/01/87 - 06/30/88 1 of 2
- 8 ✓ OAS, 30695, 07/01/87 - 06/30/88 2 of 2

- 858-2 07/98
- 858-2 07/98
- 858-2 07/98
- 858-2 07/98
- 858-2 07/98
- 858-13 07/98
- 858-2 07/98
- 858-2 07/98

Disposed
10/4/98
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
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PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W529	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 34	LOCATION SECTIONS 7
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES SUSPENSE 06/87	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 1649 1622 -4 07/98	

DISPOSAL
11-5-98

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 26.03.05		ACCESSION NO. 89W864		DATE RECEIVED 2-24-89	
2. AGENCY State Highway Administration		RANGE 26		LOCATION SECTIONS 11	
3. DIVISION UNIT Office of Finance & Program Management		NO. OF CO. FT. 1		RECORDS CENTER MANAGER	
4. MAILING ADDRESS 787 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
5. AGENCY OFFICIAL <i>J. Pasieczni</i>		PHONE NO. 333-1447		6. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
7. BOX NUMBERS	8. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			1064#6 1022-7	

1 ✓ | JOURNAL ENTRY BACKUPS 6/87

07/97 7/98

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1 Empty*

LS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO 90W348	DATE RECEIVED 10-12-89		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 38	LOCATION SECTIONS 12	NO. OF CU. FT. 21	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			
1 ✓	D.O.T. SRA, TRS, DSR, OASM 30691, 30692, 30695, 7/01/87 TO 6/30/88	858-2	7/98		
2	D.O.T. OAS 30691 7/01/87 TO 6/30/88	858-2	7/98		

DISPOSAL
11-9-98

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W197</i>	DATE RECEIVED <i>8-24-90</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>18</i>	LOCATION SECTIONS <i>7</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | JOURNAL ENTRY BOOKS JULY 86 TO JUNE 87

1649 -6 7/92
~~1022-7~~ *7/98*

Disposed
10/11/98
cm

400

R-18

5-7

1 Empty

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W198	DATE RECEIVED 8-24-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 18	LOCATION SECTIONS 7
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ GENERAL LEDGER 7/86 TO 1/87
2 ✓ STANDARD JOURNAL BOOK OF SCHEDULES 7/81 TO 6/87 *EP7*

1649
~~1022-1~~ 7/97
~~1022-76~~ 7/97
7/98

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2 Empty

RECORDS TRANSMITTAL AND RECEIPT

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

E
 DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W199	DATE RECEIVED 8-24-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 18	LOCATION SECTIONS 7
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | TRIAL BALANCES 6/84 TO 1987

1649-
~~1022-05~~ 7/97 7/98

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10/4/98
JA

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1 Empty

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W1331	DATE RECEIVED 5-24-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 11	LOCATION SECTIONS 14
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PAYROLL JOURNALS & CHECK REG 10/03/90 TO 11/27/90
2	PAYROLL JOURNALS & CHECK REG 11/28/90 TO 02/05/91
3	PAYROLL JOURNALS & CHECK REG 02/06/91 TO 04/02/91

1813 #7	
731-11	7/98
731-11	7/98
731-11	7/98

*Disposed
9/29/98
MM*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W329		DATE RECEIVED 9-23-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.0305	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 18		LOCATION SECTIONS 27-28	
D. PHONE NO. 333-1447 Baltimore, Md. 21202				NO. OF CU. FT. 13	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	GROSS & DEDUCTIONS PAYROLL JOURNALS 06/12/91 TO 06/25/91	1813 #7 731-11	7/98
2 ✓	GROSS & DEDUCTIONS PAYROLL JOURNALS 02/20/91 TO 03/05/91	731-11	7/98
3 ✓	GROSS & DEDUCTIONS PAYROLL JOURNALS 05/01/91 TO 05/14/91	731-11	7/98
4 ✓	CHECK REGISTER 01/23/91 TO 02/19/91 PAY 4 & 5	731-11	7/98
5 ✓	GROSS & DEDUCTION JOURNALS 05/29/91 TO 06/11/91	731-11	7/98
6 ✓	GROSS & DEDUCTION JOURNALS 04/10/91 TO 04/30/91	731-11	7/98
7 ✓	GROSS & DEDUCTION JOURNALS 04/03/91 TO 04/16/91	731-11	7/98
8 ✓	GROSS & DEDUCTION JOURNALS 05/15/91 TO 05/28/91	731-11	7/98
9 ✓	GROSS & DEDUCTION JOURNALS 12/26/90 TO 01/08/91	731-11	7/98
10 ✓	GROSS & DEDUCTION JOURNALS 02/06/91 TO 02/19/91	731-11	7/98
11 ✓	GROSS & DEDUCTION JOURNALS 01/09/91 TO 01/22/91	731-11	7/98
12 ✓	GROSS & DEDUCTION JOURNALS 03/20/91 TO 04/02/91	731-11	7/98
13 ✓	PAYROLL JOURNAL & CHECK REGISTER 04/03/91 TO 05/26/91	731-11	7/98

*Disposed
10/4/98
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R-18

S-27-28

11 Empties

R-18 S-28

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1221		DATE RECEIVED 4-22-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 15 SECTIONS 20		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | PAYROLL JOURNALS GROSS & DEDUCTIONS 3/06/91 TO 3/31/91

1813 #7
~~733-7~~

7/98

DISPOSAL
11-2-98

602

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1416		DATE RECEIVED 6-2-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 102 SECTIONS 12		NO. OF CU. FT. 3	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	PAYROLL JOURNAL & CHECK REG. 05/29/91 THRU 07/23/91	1813 #7 731-11	1/98
2	PAYROLL JOURNAL & CHECK REG. 07/24/91 THRU 09/17/91	731-11	1/98
3	PAYROLL JOURNAL & CHECK REG. 09/18/91 THRU 11/12/91	731-11	1/98

*Disposed
11/10/98*

TRAFFIC

622

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W667		DATE RECEIVED 11-10-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 40	LOCATION 27	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ | BILLWORK & 1126D PD. 01/91 | 1191-4 7/98

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11-9-98

RECORDS TRANSMITTAL AND RECEIPT

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

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1100	DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 154	LOCATION SECTIONS 23
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ MANUALS & MEMOS 4015039 TO 4020361
 2 ✓ MANUALS & MEMOS 4020362 TO 4020729

858-28 7/98
 858-28 7/98

CHARGED OUT
 Box 2 SHAFER.
 JESSE

DISPOSAL
 7/26/99
 LIS

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1529		DATE RECEIVED 5-12-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 35	NO. OF CU. FT. 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	GENERAL & BILLWORK & ACCIDENT INVOICE LISTING 02/85 TO 06/91	1191-4	7/98
2	R/D DAILY CASH RECEIPTS PROOF LIST 07/01/90 TO 06/30/91	1191-5	7/98
3	R/D RENTALS 07/90 TO 06/91	1191-6	7/98

DISP OJAL
11-10-98

RECORDS TRANSMITTAL AND RECEIPT

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

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 93W1566		DATE RECEIVED 5-14-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 54 SECTIONS 8		NO. OF CU. FT. 16	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 10-61.7	731-20 1813 #14 7/2000
2	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 62-73	731-20 7/2000
3	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 74-84	731-20 7/2000
4	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 85-90.5	731-20 7/2000
5	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 90.6-93	731-20 7/2000
6	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 93.3-61.8	731-20 7/2000
7	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 98-98.79	731-20 7/2000
8	TIME CARDS PAY 01 12/23/92 TO 01/05/93 R.C. 99-99.80	731-20 7/2000
9	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 10-61.7	731-20 7/2000
10	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 62-73	731-20 7/2000
11	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 74-84	731-22 7/2000
12	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 85-90.5	731-20 7/2000
13	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 90.6-93	731-20 7/2000
14	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 93.3-61.8	731-20 7/2000
15	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 98-98.79	731-20 7/2000
16	TIME CARDS PAY 02 01/06/92 TO 01/19/93 R.C. 99-99.80	731-20 7/2000

DISPOSAL
11-10-98

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S-8

9 empties

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W181	DATE RECEIVED 8-10-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 19	LOCATION SECTIONS 9-10
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 24	
E. AGENCY OFFICIAL <i>William R. Burnett</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 10 - 61.7	^{1813 #14} 731-20 7/2000
2 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 62 - 73	731-20 7/2000
3 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 74 - 84	731-20 7/2000
4 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 85 90.6	731-20 7/2000
5 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 90.7 - 93.2	731-20 7/2000
6 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 93.3 - 61.8	731-20 7/2000
7 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 98 - 98.79	731-20 7/2000
8 ✓	TIME CARDS PAY 03 01/20/93 TO 02/02/93 99 - 99.80	731-20 7/2000
9 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 10 - 61.7	731-20 7/2000
10 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 62 - 73	731-20 7/2000
11 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 74 - 84	731-20 7/2000
12 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 85 - 90.6	731-20 7/2000
13 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 90.7 - 93.2	731-20 7/2000
14 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 93.3 - 61.8	731-20 7/2000
15 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 98 - 98.79	731-20 7/2000
16 ✓	TIME CARDS PAY 04 02/03/93 TO 02/16/93 99 - 99.80	731-20 7/2000
17 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 10 - 61.7	731-20 7/2000
18 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 62 - 73	731-20 7/2000
19 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 74 - 84	731-20 7/2000
20 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 85 - 90.6	731-20 7/2000
21 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 90.7 - 93.2	731-20 7/2000
22 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 93.3 - 61.8	731-20 7/2000
23 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 98 - 98.79	731-20 7/2000
24 ✓	TIME CARDS PAY 05 02/17/93 TO 03/02/93 99 - 99.80	731-20 7/2000

DISPOSAL
11-4-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W182	DATE RECEIVED 8-10-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 19	LOCATION SECTIONS 10-11
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 40	
E. AGENCY OFFICIAL <i>William R. Burdette</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 RC 10-61.7	¹⁸¹³ 731-20 731-20	7/2000
2 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 62-73	731-20	7/2000
3 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 74-84	731-20	7/2000
4 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 85-90.6	731-20	7/2000
5 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 90.7-93.2	731-20	7/2000
6 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 93.3-61.8	731-20	7/2000
7 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 98-98.79	731-20	7/2000
8 ✓	TIME CARDS PAY 6 03/03/93 TO 03/16/93 R.C. 99-99.80	731-20	7/2000
9 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 10-61.7	731-20	7/2000
10 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 62-73	731-20	7/2000
11 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 74-84	731-20	7/2000
12 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 85-90.6	731-20	7/2000
13 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 90.7-93.2	731-20	7/2000
14 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 93.3-61.8	731-20	7/2000
15 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 98-98.79	731-20	7/2000
16 ✓	TIME CARDS PAY 7 03/17/93 TO 03/30/93 R.C. 99-99.80	731-20	7/2000
17 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 10-61.7	731-20	7/2000
18 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 62-73	731-20	7/2000
19 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 74-84	731-20	7/2000
20 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 85-90.63	731-20	7/2000
21 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 91.7-90.2	731-20	7/2000
22 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 93.3-61.8	731-20	7/2000
23 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 98-98.79	731-20	7/2000
24 ✓	TIME CARDS PAY 8 04/01/93 TO 04/13/93 R.C. 99-99.80	731-20	7/2000
25 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 10-61.7	731-20	7/2000
26 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 62-73	731-20	7/2000
27 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 74-84	731-20	7/2000
28 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 85-90.6	731-20	7/2000
29 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 90.7-93.2	731-20	7/2000
30 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 93.3-61.8	731-20	7/2000
31 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 98-98.79	731-20	7/2000
32 ✓	TIME CARDS PAY 9 04/14/93 TO 04/27/93 R.C. 99-99.80	731-20	7/2000
33 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 10-61.7	731-20	7/2000
34 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 62-73	731-20	7/2000

Disposal
11-4-98
 795

35 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 74-84	731-20	7/2000
36 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 85-90.6	731-20	7/2000
37 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 90.7-93.2	731-20	7/2000
38 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 93.3-61.8	731-20	7/2000
39 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 98-98.79	731-20	7/2000
40 ✓	TIME CARDS PAY 10 04/28/93 TO 05/11/93 R.C. 99-99.80	731-20	7/2000

R-19

S19-11

12 Emptyies

R-19 S-11

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W539	DATE RECEIVED 10-26-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 24	
E. AGENCY OFFICIAL <i>William R. Burdette</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 10.00 TO 61.70	731-20 1813 #14	1/2001 7198
2	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 62.00 TO 73.00	731-20	1/2001
3	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 74.00 TO 84.00	731-20	1/2001
4	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 85.00 TO 90.60	731-20	1/2001
5	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 90.70 TO 93.20	731-20	1/2001
6	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 93.30 TO 61.80	731-20	1/2001
7	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 98.00 TO 98.79	731-20	1/2001
8	BILWEEKLY TIME CARDS PAY 11 05-12-93 TO 05-25-93 RC 99.00 TO 99.80	731-20	1/2001
9	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 10.00 TO 61.70	731-20	1/2001
10	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 62.00 TO 73.00	731-20	1/2001
11	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 74.00 TO 84.00	731-20	1/2001
12	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 85.00 TO 90.60	731-20	1/2001
13	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 90.70 TO 93.20	731-20	1/2001
14	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 93.00 TO 61.80	731-20	1/2001
15	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 98.00 TO 98.79	731-20	1/2001
16	BILWEEKLY TIME CARDS PAY 12 05-26-93 TO 06-08-93 RC 99.00 TO 99.80	731-20	1/2001
17	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 10.00 TO 61.70	731-20	1/2001
18	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 62.00 TO 73.00	731-20	1/2001
19	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 74.00 TO 84.00	731-20	1/2001
20	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 85.00 TO 90.60	731-20	1/2001
21	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 90.70 TO 93.20	731-20	1/2001
22	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 93.30 TO 61.80	731-20	1/2001
23	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 98.00 TO 98.79	731-20	1/2001
24	BILWEEKLY TIME CARDS PAY 13 06-09-93 TO 06-22-93 RC 99.00 TO 99.80	731-20	1/2001

DISP OJAL
11-10-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W540	DATE RECEIVED 10-26-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 54	LOCATION SECTIONS 24
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 8	
E. AGENCY OFFICIAL <i>William R. Burdette</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 10.00 TO 61.70	731-20	1/2001
2	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 62.00 TO 73.00	731-20	1/2001
3	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 74.00 TO 84.00	731-20	1/2001
4	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 85.00 TO 90.60	731-20	1/2001
5	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 90.70 TO 93.20	731-20	1/2001
6	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 93.30 TO 61.80	731-20	1/2001
7	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 98.00 TO 98.79	731-20	1/2001
8	BIWEEKLY TIME CARDS PAY 14 06-23-93 TO 07-06-93 RC 99.00 TO 99.80	731-20	1/2001

1813 #14

DISPOSAL
11-10-98

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W742		DATE RECEIVED 2-14-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.0305	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 16	LOCATION 4	SECTIONS	NO. OF CU. FT. 38
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	OPERATING STOCK STATUS REPORT 11/29/93 BOX 1 OF 2	1810 10005-6	7/98
2	OPERATING STOCK STATUS REPORT 11/29/93 BOX 2 OF 2	10005-6	7/98
3	IMS - WITHDRAWAL REQUEST FORMS 376501 TO 379500	10005-2	7/98
4	IMS - WITHDRAWAL REQUEST FORMS 379501 TO 379500	10005-2	7/98
5	IMS - WITHDRAWAL REQUEST FORMS 384001 TO 387000	10005-2	7/98
6	IMS - WITHDRAWAL REQUEST FORMS 384001 TO 387000	10005-2	7/98
7	IMS - WITHDRAWAL REQUEST FORMS 387001 TO 390000	10005-2	7/98
8	IMS - WITHDRAWAL REQUEST FORMS 390001 TO 393000	10005-2	7/98
9	IMS - WITHDRAWAL REQUEST FORMS 393001 TO 396000	10005-2	7/98
10	IMS - WITHDRAWAL REQUEST FORMS 396001 TO 398500	10005-2	7/98
11	IMS - MONTHLY FUEL TICKETS - 5/93	10005-1	7/98
12	IMS - MONTHLY FUEL TICKETS - 5/93	10005-1	7/98
13	DM STOCK STATUS REPORT 10.01 TO 10.99 03/29/93	10005-7	7/98
14	DM STOCK STATUS REPORT 10.01 TO 10.99 04/30/93	10005-7	7/98
15	DM STOCK STATUS REPORT 10.01 TO 10.99 05/26/93	10005-7	7/98
16	DM STOCK STATUS REPORT 10.01 TO 10.99 06/28/93	10005-7	7/98
17	DM STOCK STATUS REPORT 10.01 TO 10.99 07/30/93	10005-7	7/98
18	DM STOCK STATUS REPORT 10.01 TO 10.99 08/29/93	10005-7	7/98
19	DM STOCK STATUS REPORT 10.01 TO 10.99 09/29/93	10005-7	7/98
20	DM STOCK STATUS REPORT 10.01 TO 10.99 10/29/93	10005-7	7/98
21	DM STOCK STATUS REPORT 10.01 TO 10.99 11/29/93	10005-7	7/98
22	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 1 OF 2) 01/25/93	10005-7	7/98
23	OPERATING STOCK STATUS REPORT RC 10.51 TO 10.99 (BOX 2 OF 2) 01/25/93	10005-6	7/98
24	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 1 OF 2) 05/26/93	10005-6	7/98
25	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 2 OF 2) 05/26/93	10005-6	7/98
26	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 1 OF 2) 06/28/93	10005-6	7/98
27	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 2 OF 2) 06/28/93	10005-6	7/98
28	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 07/30/93	10005-6	7/98
29	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 1 OF 2) 08/28/93	10005-6	7/98
30	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 2 OF 2) 08/28/93	10005-6	7/98
31	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 1 OF 2) 09/29/93	10005-6	7/98
32	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 (BOX 2 OF 2) 09/29/93	10005-6	7/98
33	OPERATING STOCK STATUS REPORT RC 10.01 TO 10.49 10/29/93	10005-6	7/98
34	IMS - PHYSICAL INVENTORY MATERIALS/SUPPLIES FOR YEAR 1991 - RC 10.12, 10.14, 10.20, 10.23, 10.25, 10.43	10005-9	7/98
35	IMS - DAILY FUEL REPORTS MAINFRAME PRINTOUTS 01/92 TO 06/93	10005-10	7/98
36	IMS - PETRO-VEND AUTOMATED FUEL REPORTS RC - 10.33, 10.25, 10.41, 10.44 (BOX 1 OF 2)	10005-8	7/98
37	IMS - PETRO-VEND AUTOMATED FUEL REPORTS RC - 10.33, 10.25, 10.41, 10.44 (BOX 2 OF 2)	10005-8	7/98
38	IMS - WEEKLY FUEL ADJUSTMENT REP 06/92 TO 12/92	10005-1	7/98

12:15 left to Paul on 1/24/94
 Post-It™ brand fax transmittal memo 7671 # of pages ▶

From	A. Lewis Jackson		
Co.	SHA		
Phone #	333-1443		
Fax #	333-4999		
To	Paul C. Hambleton		
Co.	Dept of Service		
Dept.	Records		
Fax #	799-8932		

Disp 05/94
 11-2-98
 832

RECORDS TRANSMITTAL AND RECEIPT

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

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W558	DATE RECEIVED 11-3-94
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 42	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 8	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	BOX 108 INVENTORY WITHDRAWAL TICKET (400501 - 462500) 1993	1810 1005-2	7/98
2	BOX 109 INVENTORY WITHDRAWAL TICKET (458501 - 460500) 1993	1005-2	7/98
3	BOX 110 INVENTORY WITHDRAWAL TICKET (452001 - 454000) 1993	1005-2	7/98
4	BOX 111 INVENTORY WITHDRAWAL TICKET (448501 - 450000) 1993	1005-2	7/98
5	BOX 112 INVENTORY WITHDRAWAL TICKET (454000 - 450000) 1993	1005-2	7/98
6	BOX 113 INVENTORY WITHDRAWAL TICKET (444501 - 446500) 1993	1005-2	7/98
7	BOX 115 INVENTORY WITHDRAWAL TICKET (446501 - 448500) 1993	1005-2	7/98
8	BOX 118 INVENTORY WITHDRAWAL TICKET (456001 - 458000) 1993	1005-2	7/98

*Disposed
11/10/98
MAA*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W559	DATE RECEIVED 11-3-94		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 260305		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 42	LOCATION SECTIONS 2	NO. OF CU. FT. 7	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	BOX 83 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 8/28/93	1810 1005-6	7/98
2	BOX 85 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 12/30/93	1005-6	7/98
3	BOX 86 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 11/29/93	1005-6	7/98
4	BOX 87 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 09/29/93	1005-6	7/98
5	BOX 88 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 10/29/93	1005-6	7/98
6	BOX 89 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 07/30/93	1005-6	7/98
7	BOX 101 IMS WEEKLY FUEL ADJUSTMENT REPORT 6/93 - 7/93	1005-11	7/98

*Disposed
 11/10/98
 [Signature]
 1 Security*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1102		DATE RECEIVED 3-1-95	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 34		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202				LOCATION SECTIONS 19	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- 1 | CONTRACTS BOX 40 ✓
- 2 | CONTRACTS BOX 41 ✓
- 3 | CONTRACTS BOX 42 ✓
- 4 | CONTRACTS BOX 43 ✓
- 5 | CONTRACTS BOX 44 ✓
- 6 | CONTRACTS BOX 45 ✓
- 7 | CONTRACTS BOX 46 ✓
- 8 | CONTRACTS BOX 47 ✓
- 9 | CONTRACTS BOX 48 ✓

1807	
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98
907-1	7/98

** Missing
Box # 4*

*DISPOSAL
11-9-98*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W1255	DATE RECEIVED 6-8-94
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 26	LOCATION SECTIONS 23
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	CANCELLED EXPENSE AND REPLACEMENT CHECKS PAY 3-13 1992 ✓	890-1	6/98
2	CANCELLED EXPENSE AND REPLACEMENT CHECKS PAY 14-23 1992 ✓	890-1	6/98
3	CANCELLED EXPENSE AND REPLACEMENT CHECKS PAY 24 1992 PAY 8 1993	890-1	6/98

PAY 24-26 1992

Cancelled expense & reimbursement check payroll exp. Rev. fuel

**Missing
 Box #3
 Disposed
 10/5/98
 [Signature]
 Empty*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1376	DATE RECEIVED 4-26-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 40	LOCATION SECTIONS 4-5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 29	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	CLOSED PROJECT FOLDERS A TO B 698-253 1/92 TO 6/92	¹⁸⁰⁷ 907-1	7/98
2 ✓	CLOSED PROJECT FOLDERS B 698-507 TO B 698-513 1/92 TO 6/92	907-1	7/98
3 ✓	CLOSED PROJECT FOLDERS B 698-514 TO D 1/92 TO 6/92	907-1	7/98
4 ✓	CLOSED PROJECT FOLDERS F TO M 1/92 TO 6/92	907-1	7/98
5 ✓	CLOSED PROJECT FOLDERS P TO WD 1/92 TO 6/92	907-1	7/98
6 ✓	CLOSED PROJECT FOLDERS BC 231-42 TO BC 269-8 1/92 TO 6/92 ✓	907-1	7/98
7 ✓	CLOSED PROJECT FOLDERS BC 269-9 TO BC 313-1 1/92 TO 6/92 ✓	907-1	7/98
8 ✓	CLOSED PROJECT FOLDERS A TO AW 71/92 TO 12/92	907-1	7/98
9 ✓	CLOSED PROJECT FOLDERS B TO CE 7/92 TO 12/92	907-1	7/98
10 ✓	CLOSED PROJECT FOLDERS CH TO HD 7/92 TO 12/92	907-1	7/98
11 ✓	CLOSED PROJECT FOLDERS M TO P 732-502 7/92 TO 12/92	907-1	7/98
12 ✓	CLOSED PROJECT FOLDERS P 744-451 TO WD 7/92 TO 12/92	907-1	7/98
13 ✓	CLOSED PROJECT FOLDERS BALTO. CITY 7/92 TO 12/92	907-1	7/98
14 ✓	CLOSED PROJECT FOLDERS A TO AW 1/93 TO 6/93	907-1	7/98
15 ✓	CLOSED PROJECT FOLDERS B TO CH 1/93 TO 6/93	907-1	7/98
16 ✓	CLOSED PROJECT FOLDERS CL TO H 858-502 1/93 TO 6/93	907-1	7/98
17 ✓	CLOSED PROJECT FOLDERS H 865-951 TO M 525-951 1/93 TO 6/93 ✓	907-1	7/98
18 ✓	CLOSED PROJECT FOLDERS M 944-002 TO P 1/93 TO 6/93 ✓	907-1	7/98
19 ✓	CLOSED PROJECT FOLDERS Q TO WD 1/93 TO 6/93 ✓	907-1	7/98
20 ✓	CLOSED PROJECT FOLDERS BC 231-37 TO BC 255-1 1/93 TO 6/93	907-1	7/98
21 ✓	CLOSED PROJECT FOLDERS BC 259-1 TO BC 311-166 1/93 TO 6/93	907-1	7/98
22	CLOSED PROJECT FOLDERS A TO AW 763-000 7/93 TO 12/93	907-1	7/98
23	CLOSED PROJECT FOLDERS AW 763-203 TO H 836-501 7/93 TO 12/93	907-1	7/98
24	CLOSED PROJECT FOLDERS HD 637-951 TO P 634-501 7/93 TO 12/93	907-1	7/98
25	CLOSED PROJECT FOLDERS P 722-173 TO WI 7/93 TO 12/93	907-1	7/98
26	CLOSED PROJECT FOLDERS BC PROJECTS 7/93 TO 12/93	907-1	7/98
27	CLOSED PROJECT FOLDERS AA TO CL 1/94 TO 6/94	907-1	7/98
28	CLOSED PROJECT FOLDERS F TO WD 1/94 TO 6/94	907-1	7/98
29	CLOSED PROJECT FOLDERS BC PROJECTS 1/94 TO 6/94	907-1	7/98

DISPOSAL
11-9-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1461	DATE RECEIVED 5-8-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 9	LOCATION SECTIONS 10
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 21	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	STATE TRIAL BALANCE 3/93 INC TO 5/93 PC	¹⁸⁰⁷ 907-5	7/98
2	STATE TRIAL BALANCE 5/93 PC TO 7/93 PC	907-5	7/98
3	STATE TRIAL BALANCE 7/93 PC TO 9/93 PC	907-5	7/98
4	STATE TRIAL BALANCE 10/93 INC TO 11/93 PC	907-5	7/98
5	STATE TRIAL BALANCE 6/94 INC #2 TO 8/94 PC	907-5	7/98
6	STATE TRIAL BALANCE 8/94 INC TO 11/94 INC	907-5	7/98
7	STATE TRIAL BALANCE 11/94 INC TO 1/95 INC	907-5	7/98
8	MASTER FILE 3/94 PC TO 6/94 INC # 2	907-5	7/98
9	MASTER FILE 6/94 PC TO 11/94 INC	907-5	7/98
10	MASTER FILE 11/94 PC TO 2/95 INC	907-5	7/98
11	FEDERAL TRIAL BALANCE 2/94 PC TO 12/94 INC	907-5	7/98
12	SECOND PROOF 10/93 PC TO 9/94 PC	907-5	7/98
13	X-REFERENCE 3/93 PC TO 12/94 PC	907-5	7/98
14	HISTORY FILE 8/94 PC TO 9/94 PC	907-5	7/98
15	HISTORY FILE 10/94 PC TO 11/94 INC	907-5	7/98
16	HISTORY FILE 11/94 PC TO 12/94 INC	907-5	7/98
17	HISTORY FILE 12/94 PC TO 01/94 INC	907-5	7/98
18	FAB 22 + 30 1/92 INC TO 12/94 INC	907-5	7/98
19	BC PROJECTS SUPPORT DOCUMENTS	907-5	7/98
20	FINANCIAL REPORTS ALLEGANY TO P.G. COUNTY PRIOR TO FY 1989	907-5	7/98
21	FINANCIAL REPORTS QUEEN ANNE'S TO WORCHESTER PRIOR TO FY 1989	907-5	7/98

*Disposed
10/4/98
MA*

ME

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W 1497	DATE RECEIVED 5-10-96
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 50	LOCATION SECTIONS 20
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | LEAVE ADJUSTMENT & CORRECTION IN RC ALPHA
ORDER PAY 4 - 8 1993

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DISPOSAL
11-10-98

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E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 966165	DATE RECEIVED 9-5-95
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 52	RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 30	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | EQUIPMENT USAGE REPORT JAN. 1995

1649
1-072-13

7/98

*Disposed
11/10/98
WRR
1 Empty*


1072

DEPT. OF TRANSPORTATION 26.01.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
ST. AVIATION PERSONNEL-BWI-MD.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
87W528	TERM/PERM ST. EMPLOY	1159	F-3	1979-1980	1	2/18/97	RECYCLE
87W529	TERM/PERM ST. FILE	1159	F-3	1981	1	2/18/97	
93W835	APCOA-MONTHLY REPRT	1159	C-1	1986	8	12/30/97	

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


Records Center Manager
June 30, 1998

Signature Title Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29 09 00 02	26.01.01	ACCESSION NO. 87W528	DATE REC'D 12-18-86
b) AGENCY Department of Transportation		LOCATION - RANGE 8	SECTION(S) 32
c) DIVISION/UNIT State Aviation Administration Personnel Office		NO. OF CU. FT. 1	
d) MAILING ADDRESS State Aviation Administration Post Office Box 8766 BWI Airport, Maryland 21240		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Evelyn M. Kellner</i> Evelyn M. Kellner		PHONE NO. 859-7228	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Terminated Permanent State Employee File 1979-1980		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) 840-53 Dec. 1995 Jan. 1996 1159 F3 Disposal 2/18/97 <i>[Signature]</i>

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29 09 00 02		26.01.01		ACCESSION NO. 87W529	DATE REC'D 12-18-86
b) AGENCY Department of Transportation					
c) DIVISION/UNIT State Aviation Administration Personnel Office		LOCATION - RANGE 8	SECTION(S) 23	NO. OF CU. FT. 1	
d) MAILING ADDRESS State Aviation Administration Post Office Box 8766 BWI Airport, Maryland 21240				RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Evelyn M. Kellner</i> Evelyn M. Kellner		PHONE NO. 859-7228		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Terminated Permanent State Employee File 1981			4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) 840-E3 Dec. 1996 <i>Jan. 1997</i> 1159 F3 <i>Disposal 2/18/97</i>	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Aviation Administration		ACCESSION NO. <i>93W835</i>	DATE REC'D <i>1-4-93</i>
B. DIVISION/UNIT Office of Business Administration Audit Section/Finance		RM CODE <i>26.01.01</i>	
C. MAILING ADDRESS P.O. Box 8766 BWI Airport Md 21240		LOCATION RANGE SECTION(S) <i>38 14</i>	NO. OF CU. FT. <i>8</i>
D. PHONE NO. (410) 859-7263 <i>7646</i>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Foggy J. Barnes</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>1. 23</i>	APCOA Monthly Activity Report - 3/86-4/86	1159C1	12/96
<i>2. 24</i>	APCOA Courtesy Tickets - 8/86-9/86	1159C1	12/96
<i>3. 25</i>	APCOA Monthly Revenue - 8/86 - 9/86, 12/86	1159C1	12/96
<i>4. 26</i>	APCOA Audit Reports - 1986	1159C1	12/96
<i>5. 41</i>	Martin Airport FEO & Validated Parking - 1986-	1159C1	12/96
<i>6. 52</i>	Audit Reports - 1986	1159C1	12/96
<i>7. 53</i>	APCOA Revenue Report - 5/86-6/86	1159C1	12/96
<i>8. 14</i>	APCOA Courtesy Tickets 10/86-12/86	1159C1	12/96

1/97
Disposal
12/30/97
SPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Aviation Administration	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">93W836</div>	DATE REC'D <div style="font-size: 1.5em;">1-4-93</div>
B. DIVISION/UNIT Office of Business Administration Finance/Audit Section	FM CODE <div style="font-size: 1.5em;">26.01.01</div>	
C. MAILING ADDRESS P.O. Box 8766 BWI Airport MD 21240	LOCATION RANGE SECTION(S) <div style="font-size: 2em;">11 26</div>	NO. OF CU. FT. <div style="font-size: 2em;">13</div>
D. PHONE NO. (410) 859-7263 <i>Mt6</i>	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <div style="font-size: 1.5em; font-family: cursive;">Reggie D. Barnes</div>	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1. 4	APCOA Monthly Activity Report - 2/86-4/87	1159C1 12/97
2. 2	APCOA Monthly Report 5/86-10/87	1159C1 12/97
3. 3	APCOA Courtesy Tickets & Revenue - 5/87-11/87	1159C1 12/97
4. 16	APCOA Audit Documents for Monthly Act. Report 5/86-10/87 -	1159C1 12/97
5. 27	Terminated Audit Files - 1987	1159C2 12/97
6. 30	APCOA Revenue & Courtesy Tickets 2/87-3/87	1159C2 12/97
7. 33	Martin Airport Records - 1986-1987 -	1159C2 12/97
8. 35	APCOA Courtesy Tickets - 1987-3/87, 1/87	1159C1 12/97
9. 36	Maryland Limousine Tickets - 1987	1159C2 12/97
10. 44	Monthly Audits - 1987	1159C1 12/97
11. 46	Maryland Limousine Tickets - 1987	1159C1 12/97
12. 47	BWI Terminated Files - 1987	1159C2 12/97
13. 51	APCOA Revenue Report & Courtesy Tickets 6/87-9/87	1159C1 12/97

1/98
DISPOSAL
5-7-88

MD. AVIATION ADMIN. 26.01.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
AIRPORT OPER. CENT. BWI AIRPORT		
Division or Unit		

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

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	ITEM No.				
95W1339	BWI CHARTER & SUPP.	1162-A-1	A5	1/1/92-12/31/92	1	5/19/98	RECYCLE

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

Records Center Manager
June 30, 1998
Signature

Title
Date

E +

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 790-1379)

+

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY

1. Maryland Aviation Administration

B. DIVISION/UNIT

Airport Operations Center

C. MAILING ADDRESS

Terminal Building
P.O. Box 8766
BWI Airport MD 21240

D. PHONE NO.

410-859-7024

E. AGENCY OFFICIAL

Evelyn M. Kellner *Evelyn M. Kellner*
Manager, Administrative Svcs

ACCESSION NO.

95W1339

DATE REC'D

4-24-95

FBI CODE

26-01-01

LOCATION

RANGE

SECTION(S)

18

23

NO. OF CU. FT.

1

RECORDS CENTER MANAGER

TO BE COMPLETED AT
STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS

3.

**DESCRIPTION OF RECORDS
WITH INCLUSIVE DATES**

**4. DISPOSAL AUTHORITY
SCHEDULE, ITEM NO.,
DISPOSAL DATE**

1

BWI Charter & Supplemental Carrier Operations
(January 1, 1992 thru December 31, 1992)

1162-A1, Item A.5.
Jan 1, 1998

*DISPOSAL
5-19-98*

DEPT. OF TRANSPORTATION 26.01.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
STATE AVIATION ADMIN. BWI ARPT.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
78W93	YELLOW TIME SHEETS	840	E 1	1975-1977	2	5/22/98	RECYCLE
87W530	TERM. STATE FILES	840	E 3	1982	1	5/6/98	

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

_____ Signature
 DGS 550-2 (Rev. 1/93)

_____ Records Center Manager
 Title

_____ June 30, 1998
 Date

RECORDS TRANSMITTAL

AND RECEIPT

26.01.01

Complete at State Records Center

Accession No.

Date Received

1. From: (Name, Division, Address or Agency)
 Department of Transportation
 State Aviation Administration
 P.O. Box 8766, BWI Airport 21240

Signature ⁷⁸⁰⁹³

December 8, 1977

Title

2. Building and Room
 BWI Terminal Bldg.
 Personnel Office

3. Phone
 787-7007

4. To: ^{Record Management Technician}
 State Records Center
 State Warehouse
 Route 175 at Route 1
 Jessup, MD 20794

5. Signature: (Agency Official)

William V. Hauch. - Barbara
 859-7646

6. No. of Cu.Ft.

2

DISPOSER OF 1992

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
Range 19 Section 19 R-29 S-16 R-54 S-20	1	Yellow Time Sheets 1-75 thru 7-15-75	840 E-1 78 Jan., 1979
	2	Yellow Time Sheets & Fire/Rescue Leave 7-29-75 thru 12-30-75	74 Jan., 1979
	3	Yellow Time Sheets 1-76 thru 5-18-76	Feb., 1980
	4	Yellow Time Sheets 6-76 thru 9-21-76	77 Feb., 1980
	5	Yellow Time Sheets 10-76 thru 12-28-76	Feb., 1980
	6	TE personnel files (previous employees) 1974 Efficiency ratings thru Aug., 1976	840 E-3 NS Dec., 1980 1992
	7	Previous State employees files thru 1976	NS Dec., 1980
	8	Previous State employees files Police to MSP A-W thru 6-30-77	NS Dec., 1980
	9	Previous State employees files (police) Police to MSP control folders TE Troopers thru 6-30-77	NS Dec., 1980

*Partial Boxes 1-7
10/93

7/93 1/98
1159
F-1435-22-98
disposal
dw

(Use Plain Colored Paper For Continuation Pages)

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29 09 00 02		26.01.01		ACCESSION NO. 87W530	DATE REC'D 12-18-86
b) AGENCY Department of Transportation				LOCATION - RANGE 8	SECTION(S) 10
c) DIVISION / UNIT State Aviation Administration Personnel Office					
d) MAILING ADDRESS State Aviation Administration Post Office Box 8766 BWI Airport, Maryland 21240				RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Evelyn M. Keilner</i> Evelyn M. Keilner		PHONE NO. 859-7228		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	Terminated Permanent State Employee Files 1982	840-E3 Dec. 1997 <i>Jan. 1998</i> 1159 F3			
		<i>DISPOSED 5-6-98</i>			

MASS TRANSIT ADMIN. 26.01.06.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE/RISK MGMT. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W35	CLAIM FILES	1670	1	1992	35	5/15/98	RECYCLE

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

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

 Records Center Manger
 Title

 June 30, 1998
 Date

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration 29.08.01		ACCESSION NO. 96W35	DATE REC'D 8-10-95
B. DIVISION/UNIT Finance/Risk Management			RM CODE 26.01.06.01.01
C. MAILING ADDRESS 6 St. Paul Street 8th Floor Baltimore, MD 21202-1614		LOCATION RANGE SECTION(S) 70 23	NO. OF CU. FT. 35
D. PHONE NO. (410) 767-3700		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Morton Green		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
41	Claim Files 92-1001 - 92-1049	All items 01/01/98 #1670 #1 <i>Disposal</i> <i>5-15-98</i> <i>JK</i>
42	Claim Files 92-0023 - 92-0252	
43	Claim Files 92-0147 - 92-0221	
44	Claim Files 92-0086 - 92-0146	
45	Claim Files 92-0001 - 92-0085	
46	Claim Files 92-1305 - 92-1304	
47	Claim Files 92-1172 - 92-1304	
48	Claim Files 92-1275 - 92-1291	
49	Claim Files 92-1116 - 92-1171	
50	Claim Files 92-1050 - 92-1115	
51	Claim Files 92-1615 - 92-1665	
52	Claim Files 92-1548 - 92-1614	
53	Claim Files 92-1492 - 92-1511	
54	Claim Files 92-1418 - 92-1491	
55	Claim Files 92-1359 - 92-1417	
56	Claim Files 92-1929 - 92-1998	

Box Nos.	Description of Records w/inclusive Dates	Disposal Date
57	Claim Files 92-1868 - 92-1927	All items 01/01/98
58	Claim Files 92-1795 - 92-1867	
59	Claim Files 92-1719 - 92-1794	
60	Claim Files 92-1666 - 92-1718	
61	Claim Files 92-2214 - 92-2264	
62	Claim Files 92-2141 - 92-2213	
63	Claim Files 92-2100 - 92-2140	
64	Claim Files 92-2047 - 92-2099	
65	Claim Files 92-2000 - 92-2045	
66	Claim Files 92-2533 - 92-2608	
67	Claim Files 92-2462 - 92-2497	
68	Claim Files 92-2383 - 92-2461	
69	Claim Files 92-2350 - 92-2530	
70	Claim Files 92-2265 - 92-2349	
71	Claim Files 92-2686 - 92-2931	
72	Claim Files 92-2609 - 92-2685	
73	Claim Files 92-1032 - 92-1755	
74	Claim Files 92-1764 - 92-1899	
75	Claim Files 92-1221 - 92-1274	

R-70

S-~~22~~-23


2 empties

DEPT. OF TRANSPORT 26.01.04	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
DIV. MGMNT AND AUDIT-BWI-MD.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
92W333	EXECUTIVE PRG. FILES	1696	2	1997	2	12/30/97	RECYCLE
94W323	MISCELLANEOUS CONTR.	1696	8	1997	10	11/19/97	

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


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

Records Center Manager
 Title

June 30, 1998
 Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Transportation		ACCESSION NO. 92W333	DATE REC'D 9-24-91
B. DIVISION/UNIT Division of Management and Audit		RM CODE 26.01.04	
C. MAILING ADDRESS P.O. Box 8755 BWI Airport, Md. 21240		LOCATION RANGE SECTION(S) 39 24	NO. OF CU. FT. 2
D. PHONE NO. (301) 859-7722		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Rhett Murphy <i>Rhett</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Executive Development Program files - Cycles I and II; DHR report on Program.	#1301 #4 December, 1996	
2	Executive Development Program files - Cycles III and IV	1/97 1696 # 1423 # 2 <i>Disposal</i> 12/30/97 <i>ggs</i>	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT Headquarters	ACCESSION NO. 94W323	DATE REC'D 9-20-93
B. DIVISION/UNIT Systems Planning & Evaluation	RM CODE 26-01: 04	
C. MAILING ADDRESS Elm Road, 1st Floor BWI Airport, MD	LOCATION RANGE SECTION(S) 32 3	NO. OF CU. FT. 10
D. PHONE NO. 859-7943	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Paul J. Wiedefeld, Director	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 - 4	Miscellaneous Contracts (SEE ATTACHED PAGES 1-6) (Maintenance/Service/Miscellaneous/Equipment/PAAR)	1426A-1 10 1426A-1, Item 8 Disposal: Jan. 97
5 - 10	Miscellaneous Contracts (SEE ATTACHED PAGES 7-29) (Real Property Conveyances/Acquisitions)	1426A-1, Item 8 Disposal: Jan. 97 1696

Disposal
11/19/97
AW

MASS TRANSIT ADMIN. 26.01.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
CONTRACT ADMIN.-BALTO.		
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.				
85W737	INVOICES	1300	1-D	1996	40		RECYCLE

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

Paul Lamb
Records Center Manager
June 30, 1998

Signature
Title
Date

DGS 550-2 (Rev. 1/93)

AND RECEIPT

26-01-06

Accession No.

85W737

Date Received

6-4-85

1. From: (Name, Division, Address or Agency)
 Mass Transit Administration
 611 - Contract Administration
 109 E. Redwood St., Balto., Md. 21202

Signature

Title

2. Building and Room
 109 E. Redwood St.
 5th Floor

3. Phone
 659-3404

4. To: State Records Center
 Waterloo, Md.

5. Signature: (Agency Official)
[Signature]
 Director, Contract Administration

6. No. of Cu.Ft.
 40

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
Waterloo, MD	1	Invoices 1-20, NW-01-06, Intercounty Construction	613-17 #1300
R-26	2	Invoices 21-38, NW-01-06, Intercounty Construction	ID #127
"	3	Invoices 39-53, NW-01-06, Intercounty Construction	John 1992
S-33-34	4	Invoices 54-65, NW-01-06, Intercounty Construction	" 1/96
"	5	Invoices 66-74, NW-01-06, Intercounty Construction	"
"	6	Invoices 1-24, NW-01-07, Peter Kiewit Sons' Co. 1-6, NW-01-08, John Driggs Co., Inc. 1-35, NW-02-05, Traylor & Associates 1-21, NW-02-07, Peter Kiewit Sons' Co.	"
"	7	Invoices 1-61, NW-02-06, Peter Kiewit Sons' Co.	"
"	8	Invoices 1-27, NW-03-02, Fruin-Colnon & Horn Const. Co.	"
"	9	Invoices 28-43, NW-03-02, Fruin-Colnon & Horn Const. Co.	"
"	10	Invoices 1-39, NW-03-03, Peter Kiewit Sons' Co. 1-29, NW-03-04, Peter Kiewit Sons' Co.	"
"	11	Invoices 1-7, NW-03-06, Cherry Hill Sand & Gravel Co. 51-61, NW-04-04, Granite Construc. Co.	"

(Use Plain Unlined Paper For Continuation Pages)

Records Location (Center)	Box Numbers	Description of Records With Inclusive Dates	Disposal Authority (Schedule and Item No.)
Waterloo, MD	12	Invoices 1-50, NW-04-04, Granite Construction Co.	813-1
"	13	Invoices 1-27, NW-04-05 Peter Kiewit Sons' Co. 1-44, NW-05-03, Expressway Constructors 1-27, NW-05-04, S. J. Groves & Sons Co. 1-2, NW-05-05, Wm. Reed & Sons Trucking Co.	"
"	14	Invoices 1-54, NW-06-04 Clevecon-Au-Vianini 1-56, NW-06-05, Granite Construction Co.	"
"	15	Invoices 1-25, NW-06-06, Peter Kiewit Sons' Co. 1-54, NW-06-07, Clevecon-Au-Vianini 1-31, NW-06-08, Ohio Valley Const. Co., Inc.	"
"	16	Invoices 1, NW-07-02, Harford Contracting, Inc. 1-42, NW-07-05, Hensel Phelps Const. Co. 1-10, NW-07-06, Rattie Robbins Schweizer	"
"	17	Invoices 1-17, NW-07-09, Rattie Robbins Schweizer 1-24, NW-07-10, Ohio Valley Const. Co. 1-3, NW-07-11, State Wrecking Co. of Md., Inc. 1-32, NW-07-12, Sessinghaus & Ostergaard, Inc. 1-14, NW-07-14, The Joyce-Cridland Co. 1-6, NW-07-15, Hegenscheidt Corporation 1-4, NW-07-16, Simmons Machine Tool Corp. 1-5, NW-07-17, Simmons Machine Tool Corp. 1-5, NW-07-19, Ross & White Company	"

Records Location (Center)	Box Numbers	Description of Records With Inclusive Dates	Disposal Authority (Schedule and Item No.)
Waterloo, MD	18	Invoices 1-17, NW-07-07, Hensel Phelps Const. Co. 1-36, NW-07-08, Hensel Phelps Const. Co. 1-33, NW-07-27, Hensel Phelps Const. Co. 1-18, NW-07-28, Baltimore Asphalt Paving Co.	813-1
"	19	Invoices 1-24, XO-02-02 , Union Switch & Signal Div.	"
"	20	Invoices 25-39, XO-02-02, Union Switch & Signal Div.	"
"	21	Invoices 40-52, XO-02-02, Union Switch & Signal Div.	"
"	22	Invoices 1-12, XO-03-02, I-T-E Imperial Corp. 1-39, XO-03-03, Truland Corporation 1 "Only", XO-04-03, Bethlehem Steel Corp. 1-16, XO-04-04, H. K. Porter Co., Inc.	"
"	23	Invoices 1-14, XO-04-05, Transit Products Co., Inc. 1-9, XO-04-06, Transit Products Co., Inc. 1-18, XO-04-08, Transit Products Co., Inc. 1-39, XO-04-09, North Star Construction	"
"	24	Invoices 1-36, XO-08-03, Otis Elevator Company	"
"	25	Invoices 1-31, XO-08-04, Otis Elevator Company	"
"	26	Invoices 1-20, XO-15-05, Joy Manufacturing Co. 1-12, XO-15-07, American Warming & Ventilating, Inc. 1-27, XO-15-11, The Pool and Kent Co.	"
"	27	Invoices 1-30, XO-17-02, Honeywell, Inc.	"

Records Location (Center)	Box Numbers	Description of Records With Inclusive Dates	Disposal Authority (Schedule and Item No.)
Waterloo, MD	28	Invoices 31-42, XO-17-02, Honeywell, Inc.	813-1
"	29	Invoices 64-89, YO-01-06-S, Booz, Allen-SEC.A	"
"	30	Invoices 50-99, YO-01-03-S, BRITS-Sec.A&B	"
"	31	Invoices 55A-99A, YO-01-03-S BRITS-A&B (Argonaut)	"
"	32	Invoices 123-129, MD-03-0004, DMJM/RKE-Sec.A	"
"	33	Invoices 66-76, YO-01-08-S, DMJM-SCM, Sec.A	"
"	34	Invoices 53-63, MTA-3-21-1, DMJM/RKE-Sec.B	"
"	35	Invoices 134-155, YO-01-04-S, Parsons-Sec.A	"
"	36	Invoices 1-49, MTA-3-21-2, RKK-Sec.B	"
"	37	Invoices 1-19, MTA-23-91-2, KGDM (Inspection)	"
"	38	Payrolls, NW-07-08, 4/23/78-5/31/81, Hensel Phelps	"
"	39	Payrolls, XO-02-02 Start to Finish XO-07-02, Start to Finish XO-08-03, Start to Finish	"
"	40	Payrolls, XO-08-04, Start to Finish XO-12-03, Start to Finish XO-17-02, Start to Finish	"

MDOT- SHA 26.03.15
 Reporting Agency
 OFFICE OF MAINT/EQUIP-HANOVER
 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 (1) copy and
 forward original to
 address at left.

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W45	ACCIDENT REPORTS	1642	1	1/87-12/87	3	5/5/98	RECYCLE

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

Records Center Manger June 30, 1998
 Title Date

Signature

DGS 550-2 (Rev. 1/93)

E X

RECORDS TRANSMITTAL AND RECEIPT

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01		26.03.15		ACCESSION NO. 96W45	DATE REC'D 8-11-95
b) AGENCY MDOT - State Highway Administration				LOCATION - RANGE 26	SECTION(S) 9
c) DIVISION/UNIT Office of Maintenance/Equipment Division					
d) MAILING ADDRESS 7491 Connelley Drive Hanover, Maryland 21076				RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL David J. Coyne		PHONE NO. (410) 582-5575		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Accident Reports (January 1987 through December 1987)	Schedule 1642, Item 1 January 1998
2	Accident Reports (January 1987 through December 1987)	Schedule 1642, Item 1 January 1998
3	Accident Reports (January 1987 through December 1987)	Schedule 1642, Item 1 January 1998

disposal
5-5-98
AW

SHA 26.03.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
HDD/SEC J. BALTIMORE		
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				
93W36	CONTRACT No.	178	1	1/87-7/89	2	5/5/98	RECYCLE
96W1435	TIIME CARDS	1784	3	1992	4	5/6/98	
96W1462	HIGHWAY DEV.	1784	3	1980-1995	8	5/7/98	

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

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

Records Center Manager
Title

June 30, 1998
Date

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
FINANCE 7 PROG. MGMT- BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
89W1270	JOURNAL ENTRIES	858	13	6/87-12/87	1	5/19/98	RECYCLE
89W350	SUBSIDIES	1813	17	1984-1987	1	5/5/98	
89W437	CASH ADVANCES	1813	17	1985-1987	1	5/21/98	
91W762	PRQ95	1813	7	1990	3	5/19/98	
91W900	TIME CARDS	1813	14 & 7	1990	9	5/5/98	
92W166	GROSS & DED	1813	7	1990	16	5/6/98	
92W328	GROSS & DED	1813	7	1990	2	5/6/98	
92W430	PRQ95	1813	7	8/91-10/91	1	5/6/98	
93W366	AGENCY INTERFACE	1809	2	1992	5	5/6/98	
93W655	EXPENSE ACCTS	1812	5		3	5/5/98	
93W665	MONTHLY RPTS	1191-4		1990	1	5/6/98	
93W668	BILLWORK	1191-4		1990	3	5/5/98	
93W842	VOUCHERS	1809	1		32	5/22/98	
93W850	FUEL RPT	1649	1	11/91-12/91	1	5/6/98	
93W1080	ACCTS	1810	6	1992	16	5/21/98	
93W1081	D. M. S. S.	1810	7	1992	6	5/22/98	
93W1098	D. O. T.	858-28		1992	3	5/5/98	

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

_____ Records Center Manger June 30, 1998
 Signature Title Date
 DGS 550-2 (Rev. 1/93)

MVA 26.02.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
REGISTRATION/FILING UNIT-GLEN BR		
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.				
87W811	VALIDATED REG. MICRO.	1716	9	1976-1977	3	5/7/98	RECYCLE
89W136	NUMERICAL REG. CARD	1716	9	1976-1977	3	5/6/98	

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

_____ Records Center Manger June 30, 1998 _____
 Title Date Signature

MVA 26.02.13

Reporting Agency

FINANCE & STATS- GLEN BURNIE

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 (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W497	EXPRESS & BRANCH	1725	1A	1994	49	5/5/98	RECYCLE

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

_____ Records Center Manager June 30, 1998 _____
 Title Date Signature

MVA INFO SYS. CENT. 26.02.14	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
TECHNICAL SERVICES-GLEN BURNIE		
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.				
95W1278	PRODUCTION ISC REPORT	985	19	1993-1994	3	5/6/98	RECYCLE

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

Records Center Manager
June 30, 1998
Signature

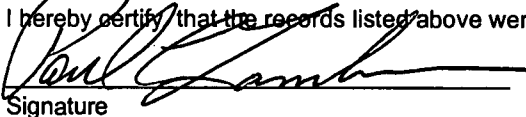
Title
Date

MASS TRANSIT ADMIN. 26.01.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
ENGINEERING DEV. DIV.-BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
85W527	FIELD TEST DATA SYSTM	1001	1,2,& 3		17	2/18/97	RECYCLE
85W739	DAILY REPORTS	1001	2	1977-1981	5	2/5/97	

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


Records Center Manager
June 30, 1998

Signature Title Date

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.06	ACCESSION NO. 85W527	DATE REC'D 2-22-85
b) AGENCY Mass Transit Administration	LOCATION - RANGE 1	SECTION(S) 28 33
c) DIVISION/UNIT Engineering Development Division	NO. OF CU. FT. 17 204	
d) MAILING ADDRESS 109 E. Redwood Street Baltimore, MD 21202	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Roberta M. Daiger	PHONE NO. 659-3429	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. CONTRACT NO.	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1.	XXXXXXXXXX	Field Test Data System Contracts	1/93	
2.		" " " " "	All Items 11-21-90	
3.		" " " " "	Sch. 1001	
4.		" " " " "	Item 1, 2, & 3	
5.	X0-04-04 X0-04-05	XXXXXXXXXX	* Partial	
6.	X0-04-05 X0-04-08		Bxd. 1-102, 104-106, 112-193 - 1/91	
7.	X0-04-08		Disposal 2/18/97	
8.	X0-15-05		DISPOSAL <i>[Signature]</i>	
9.	X0-22-02		9-8-8	
10.	X0-15-07 X0-04-03		7-3-91	
11.	X0-04-03 X0-04-06			
12.	X0-15-05 X0-15-07 X0-22-02		Miscellaneous Procurement Document	
13.	X0-04-04		Miscellaneous Procurement Document	Disposal 1/3/95 <i>[Signature]</i>

BOX
NUMBER

CONTRACT NO.

DESCRIPTION

192

MSBCA - 711
702
701
1076

Consultant Files

193.

MTA Claims - Consultant Files

194.

Geotech
Bolton Hill
Exhibits

195.

Geotech
Bolton Hill
Exhibits
Tunnels
Hearing Files

196.

Geotech
Bolton Hill
Hearing Files

197.

Geotech
Bolton Hill
Tunnel Claims

198.

" "

199.

" "

200.

Geotech
Bolton Hill
Tunnel Claims
Slide Photos

201.

Geotech - Slide Photos

202.

" " "

203

204

*Still
Here 1/91*

RECORDS TRANSMITTAL

AND RECEIPT

26.01.06

Complete at State Records Center

Accession No.

85W739

Date Received

6-4-85

1. From: (Name, Division, Address or Agency)

Mass Transit Administration
Engineering Development Division
Document Control

Signature

Title

2. Building and Room

3. Phone

109 E. Redwood St.
Baltimore, Md. 21202

659-3427

4. To: State Records Center

5. Signature: (Agency Official)

John W. von Ovesen

Deputy Division Director, EDD

6. No. of Cu.Ft.

86 5

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Waterloo

R-105

S-23-25

1. Inspectors' Daily Reports - 1977-78 (NW-03-03)
2. Inspectors' Daily Reports - 1976-80 (NW-06-07)
3. Test Inspectors' Reports - 1980-81 (NW07-12)
4. Material Test Reports; Architectural Concrete(1981-83) (NW-06-04 and NW-07-27)
5. Material Test Reports C/N-022
6. Change Notices 080-076 (NW-04-04)
7. Change Notices 005-088
8. Change Notices(Orders) 030-049 NW-04-04
9. Job Action - Bolton Hill; DSC Claim, NW-04-04
10. Bolton Hill Line, DSC Claim - 1976-79
11. Bolton Hill Line, DSC Claim - 1978
12. Bolton Hill Line, DSC Claim - 1978-79
13. Bolton Hill Line, DSC Claim - 1978-81
14. Material Sources Submittals; Material Test Reports 1978-81
15. Concrete Plant Reports, NW-04-04, 1971-81
16. Concrete and Foundation Reports, NW-04-04, 1971-81
17. Concrete and Foundation Reports, NW-04-04, 1980-82
18. Concrete and Foundation Reports, NW-04-04, 1979-81
19. Concrete Pours
20. Concrete Pours; Incoming Contracts Administration NW-04-04, 1978-81
21. CPM; Miscellaneous, NW-04-04, 1981-83
22. Incoming from Contracts Administration, NW-04-04, 1980-83
23. Miscellaneous, NW-04-04, 1979-82
24. Incoming from Construction; Concrete Pours, NW-04-04, 1978-80
25. Concrete Pours, NW-04-04, 1980-81
26. Concrete Pours; Reinforcing Bar Shop List Releases; Public Utilities, NW-04-04, 1980-82
27. Reinforcing Bar List; Concrete Waterproofing; Electrical; Soil Source Tests, NW-04-04, 1979-81
28. Claim No. 708-727, CN 1-29, NW-04-04, 1979-80
29. CN 29-35, Right-of-way Agreement Claims No. 701-707 NW-04-04, 1979-81
30. Claims No. 701-707, NW-04-04, 1979-81
31. Incoming Correspondence; Outgoing Correspondence NW-04-04, 1979-83

All items
01-01-91
Sch. #1001
Item-2
#197/93
*partial-1/91
Box-1,9,14-35,
37-86
Disposal
2/5/97
PC

(Use Plain Unlined Paper For Continuation Page)

<u>Item No.</u>	<u>Description</u>
30.	Outgoing Correspondence; Instrumentation, NW-04-04, 1979-83
31.	Instrumentation Logs, NW-04-04, 1979-81
32.	Instrumentation Safety Claims, NW-04-04, 1978-81
33.	Inspection Daily Reports, NW-04-04, 1978-80
34.	Inspection Daily Reports, NW-04-04, 1979-80
35.	Removal of Street Car Tracks; Removal of Underdrains NW-04-04, 1980-82
36.	Bolton Hill Tunnels; Chas. Center, NW-03-02, 1978-81 Miscellaneous, NW-04-04, 1981-1982
37.	Bolton Hill Tunnels FD Final & Backup, NW-03-02, 1974-80
38.	Appeal of Granite Construction, NW-06-05, 1979-82
39.	Appeal of Granite Construction Exhibits AD-1 - AD-56 NW-06-05, 1979-84
40.	Appeal of Granite Construction, NW-06-05, 1983-1984
41.	Appeal of Granite Construction, NW-06-05, 1983
42.	Appeal of Granite Construction, NW-06-05, 1983
43.	Appeal of Granite Construction, NW-06-05, 1984
44.	Appeal of Granite Construction, NW-06-05, 1984
45.	Appeal of Granite Construction, NW-06-05, 1979-84 Drawing Plans
46.	Drawing Plans, NW-06-05, 1979
47.	Drawing Plans, NW-06-05, 1979
48.	Drawing Plans, NW-06-05, 1979
49.	Appeal of Granite Construction, Exhibits 1021 - 1446 NW-06-05, 1981-82
50.	Appeal of Granite Construction, Appellant's Exhibits 1047-End, AP-1 - 93, NW-06-05, 1979
51.	Appeal of Granite Construction, Appellants' Exhibits A.690 - A.1020, NW-06-05, 1975-80
52.	Appeal of Granite Construction, Appellant's Exhibits A.31 - 319, NW-06-05, 1976-78
53.	Appeal of Granite Construction, Appellant's Exhibits A.320 - 443/R.1 - 161 NW-06-05, 1976-80
54.	Appeal of Granite Construction, Appelant's Exhibits R.162 - 425, NW-06-05, 1977-81
55.	CPM Project Management Consultants, NW-06-05, 1980-82
56.	Excavation Re-bar, NW-04-04, 1981-82
57.	Drawing Plans, NW-04-04, 1982
58.	Support of Excavation (03-184), NW-04-04, 1980-82 Lee's Outdoor Correspondence Backup
59.	Inspection Reports, NW-04-04, 1980-81
60.	Inspection Reports, NW-04-04, 1981
61.	Inspection Reports, NW-04-04, 1981-83
62.	Daily Construction Logs; Upton Site Ch. 13 Evening News, NW-04-04, 1978-81
63.	Contract Document, NW-04-04, Clarification Reports
64.	Station Excavation; Electrical; Water Storm Sanitary NW-04-04, 1978-80
65.	Struts Reports; Blast Reports, NW-04-04, 1979-80
66.	Calculations Strut Removal and Restrutting, NW-04-04, 1978-80
67.	Overtime Reports; Blasting Reports; Daily Changes, NW-04-04, 1979-81
68.	Meetings; Minority Utilization, NW-04-04, 1979-83
69.	Racial Distribution Reports, NW-04-04, 1980-82
70.	Racial Distribution Reports, NW-04-04, 1979
71.	Subcontractor; Summaries, NW-04-04, 1979-81

Item No.Description

- ~~72. Summaries, NW-04-04, 1978-79~~
~~73. Summaries; Progress Photos; Contract; Inventory Reports, NW-04-04, 1979-82~~
~~74. Personnel Dept. Progress Photos; NW-04-04, 1979-82~~
~~75. Newspaper Articles; Contract Milestone Status Reports, NW-04-04, 1979-81~~
~~76. Inspection Daily Reports; Payroll Payments and Backup Data, NW-04-04, 1981-83~~
~~77. Concrete Pours; Proof of Costs Upstream Water Infiltration NW-04-04, 1980-82~~
~~78. Enterprise Electric Co., Chesapeake Delphin Corp., Re. Office NW-04-05, 1981-83~~
~~79. Change Order No. 001-003/Claim No. 701-720, NW-04-05, 1982-83~~
~~80. Progress Photos; NW-04-05, 1981-82~~
~~81. Incoming from MTA-DM-JM/KE; Outgoing Material; NW-04-05, 1982-83~~
~~82. Systems Activation Announcement; Systemwide Contracts NW-04-05, 1980-83~~
~~83. Letters of Transmittal, NW-04-05, 1983~~
~~84. Estimate Items, NW-04-05, 1981-83~~
~~85. Miscellaneous; Safety Inspection; NW-04-04, 1978-83~~
~~86. Miscellaneous; Safety Inspection, NW-04-04, 1980-83~~

MTA/TDD 26.01.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
DOC. CONTRL.CON. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
91W636	WABASH BUS FACILITY	1001	ALL	1985-1989	16	5/6/98	RECYCLE

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

_____	<u>Records Center Manger</u> Title	<u>June 30, 1998</u> Date	Signature
-------	---------------------------------------	------------------------------	-----------

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Mass Transit Administration 1. Transit Development Division	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">91W636</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">12-17-90</div>
B. DIVISION/UNIT Document Control - Construction	FM CODE <div style="font-size: 1.5em; font-family: cursive;">26.01.06</div>	
C. MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415	LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">27 33</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">16</div>
D. PHONE NO. 333-3488	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John von Briesen, Deputy General Mgr.	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Wabash Bus Facility, MTA-3-32-3, Land Claim (1985-1989) Foreman's Work Sheets (2/18/85-8/31/85) Foreman's Work Sheets (9/2/85-9/30/87) Correspondence Folder 8504 (#100-117, 121-126) Centex to Land Payment Estimates (#1-8, 11-20) Vendor Releases & MTLs, Certifications Land Bid File Land Subcontract File Land Claim File J.C. Notes & Meetings	Schedule No. 1001 All Items 9/1/97- <div style="text-align: right; font-size: 1.5em; font-family: cursive;">1/98</div> <div style="text-align: center; font-size: 1.5em; font-family: cursive;">*Missing Boxes 13-16</div>
2	Wabash Bus Facility, MTA-3-32-3, Land Claim (1985-1989) Miscellaneous Invoices AERCO Atlantic Concrete Supply B&C Utility Belair Supply Belle Grove Pit Beltsville Const. Supply Carroll-Independent Fuel Co. Lamp Lighters Lee L. Dopkin Genstar JED Co. MD Recycling & Rehandling Merry Co., Inc. Potts & Callahan Redford & Co. RRS Reliable Tire	<div style="text-align: center; font-size: 1.5em; font-family: cursive;">Disposal 5-6-98</div> <div style="text-align: center; font-size: 1.5em; font-family: cursive;">AW</div>

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
2	SACO Supply SASS Brothers Siems Rental Valley Supply Starrett Construction Water & Sewer Supply Joe Werner Centex to Land Payment Estimates - Vendor Releases & MTLs Certifications #1-8, 11-20 Correspondence Folder 8504, #100-117, #121-126, #118-120 missing Land Bid File Land Claim File Land Subcontract File Land Change Order File Foreman's Worksheets 9/2/85 - 9/30/87 Foreman's Worksheets 2/18/85 - 8/31/85	Schedule No. 1001 All Items 9/1/97
3	Wabash Bus Facility, MTA-3-32-3, Land Claim (1985-1989) Appeal of Centex Construction Co., Inc. Docket MSBCA 1413 Respondent's Cross- Statement & Response to Appellant's Statement of Proof of Costs Deposition - Henry C. Gaither Appeal of Land Contractors, Inc. Subject: Claim for Site Grading Discrepancies Change Order No. 002 Change Order No. 046	
4	Wabash Bus Facility, MTA-3-32-3, Office Files (1985-1987) 2.3.1 Outgoing Corresp. (Feb. 1985-Dec.1985) 2.1 General Contract Data 2.2.1 Incoming Corresp. (Jan 1986-Dec 1986) 2.2.1 Incoming Corresp. (Jan 1985-Dec 1985) 2.2.1 Incoming Corresp. (Jan 1987-Dec 1987) 2.2.0 Milestone Completion (1985 & 1986)	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
5	Wabash Bus Facility, MTA-3-32-3, Office Files (1985-1987)	Schedule No. 1001 All Items 9/1/97
	2.3.1 Outgoing Corresp. - (Jan. 1986 - Dec. 1986)	
	2.3.1 Outgoing Corresp. - (Jan. 1987 - Dec. 1987)	
	Outgoing Correspondence - January 1988	
	C.P. #108 Type III Material	
	2.4.1 Letter of Transmittal 1986 & 1987	
	2.6 Subcontractor's Approval 1985 & 1986	
	2.9 Change Orders - 1986	
	2.22 Monthly Activities Report	
	2.28 Certified Payrolls - 1985 & 1986	
	2.29 Miscellaneous - 1985	
	2.35 Progress Photos - 1986	
	2.37 Acceptances (Partial/Final) - 1986	
	2.38 Contract Closeout - 1985 & 1986	
	Addendum No. 1, 2, 3	
	Access Road at M.O.W. Building (Corresp. File, 1984)	
	Contract B-698-503-472 (#5) File	
	Contract B-698-507-472	
	Fire Line Compressors	
	DMJM/Section B - 1084	
	DMJM/Section B - 1979	
	RK&K/Section B - 1980	
	Glass Sides - Old Court Passerelle	
	MTA-29-21-22, Ancillary Construction & Maintenance	
	MTA-90-1-4, Office Partitions for the OCC Bldg. &	
	NW Rail Shop	
	MTA-90-1-9, Passenger Elevator - Northwest Rail Shop	
	MTA-90-1-19, Locker-Toilet Rm Improvement-Bush Div.	
	MTA-90-7-5, Sidewalks - Wabash Ave./Northern Pkwy	
	Replacement of Street Grating	
	MTA-90-7-11, Improve. to Aerial Sta. Sanitary Drain	
	MTA-90-21-11, Paving Restor. Bush St. Bus Fac.	
	MTA-3-32-22, Bus Communications & Control Phase I	
	MTA-5-10-1, Wabash Div. bus Fac. - Site Construc.	
	MTA-90-15-15, Rogers Ave. Pking Lot Exp.	
	(Progress Photos)	
	MTA-90-15-15, Outgoing Correspondence	
	MTA-90-15-15, Letters of Transmittal	
	MTA-90-15-15, Incoming Correspondence	
	MTA-0192, Metro Sta. Entrance Repairs (1987)	
	NW-04-05, Laurens St. Sta. Finish (Final Payment)	
	XO-40-11, Landscaping - Gwynnvale (1986)	

BOX
NO.DESCRIPTIONDISPOSAL AUTH.

- | BOX NO. | <u>DESCRIPTION</u> | <u>DISPOSAL AUTH.</u> |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 5 | (KGDM) Acceptance Ltrs. Employment Insurance (Claims)
Liquidated Damages *Section B)
SCM Progress Report - 1984-1985
Systems Construction Mgmt, Services, YO-02-01(1986)
Inspector's Monthly Activity Rpt. (C. Cumberland)
Contract Status Report - Section B
Progress Payment Invoices
RM&S Progress Report
SHA/MTA Joint Construction, Proj. Mthly Rpts.(1985)
SHA/MTA Joint Construction, Proj. Mthly Rpts.(1984)
Construction Dept. Work Schedule
Administrator's Decision | Schedule No. 1001
All Items 9/1/97 |
| 6 | Response to Proof of Cost MSBCA 1254 (1979-1980)
Jobsite Files (MTA-5-10-1)

Item #044 - Seeding & Mulching & Topsoil
Item #022 - Final Qty. -48 Inch Reinforced
Item #043 - 4 Inch conc. Sidewalk
Item #007 - Excavation-Rock
Item #042 - Std. 'A' Combination Curb & Gutter
Item #039 - Existing Site Utilities
Item #040 - Aggregate Base-6 Inch Depth Crusher Run
Item #012 - Gravel - 1.25 Pay Item
Type III Mat'l in Pipe Trench Computation Forms
Unsuitable Undercut Backfill w/Type III Comput. 009
Item #014 - Fnl. Qty.-15 inch Reinf. Conc. Pipe Class IV
Item #015 - Fnl. Qty.-15 inch Reinf. Conc. Pipe Class V
Item #016 - Fnl. Qty.-18 inch Reinf. Conc. Pipe Class IV
Item #017 - Fnl. Qty.-21 inch Reinf. Conc. Pipe Class IV
Item #018 - Fnl. Qty.-24 inch Reinf. Conc. Pipe Class IV
Item #019 - Fnl. Qty.-27 inch Reinf. Conc. Pipe Class IV
Item #020 - Fnl. Qty.-30 inch Reinf. Conc. Pipe Class IV
Item #021 - Fnl. Qty.-36 inch Reinf. Conc. Pipe Class IV
Appeal of Corman Construction, Inc.-Docket MSBCA 1254
Response to Appellant's Proof of Costs & Cross Statement
1.3.7 Outgoing to Quality Assurance
1.20 Inspector's Daily Reports (May 1983-Dec 1983)
1.21 Construction Log (Jan. 1984)
1.25.3 Excavation Common Truckload Count
1.25.3 Excavation Common Truckload Count (6/83 - 11/83)
2.1.4.1 Mat'l Delivery Slips Borrow Exc. (7/83) | |

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
7	Notes & Legal Papers for MSBCA 1254 Response (1985 - 1986)	Schedule No. 1001 All Items 9/1/97
	IVC. Settlement Plates	
	IVB. Surcharge	
	IVB. Wedge of 'B' Side	
	Impact of Delay to Embankment	
	IVM. Additional Forms	
	MSBCA 1308 Notes & Backup on Costs (Milford Mill Claim)	
	Chron of Corresp. Pertaining to Change Orders	
	Summary of Clm Borrow Placement IV (Reasonable Cost	
	IVA Delay Analysis	
	For Review	
	IVL. Trucking	
	IVG. Temporary Fill 'B' Side	
	IVA. Reasonable Cost	
8	Notes & Court Documents MSBCA 1301 & 1254 (1984-1985) Wabash Site Contract, MTA-5-10-1	
	Written Copy - Index of Corresp. Inventories & Exc. Breakdown	
	NW-07-28, Reisterstown Site Record Book	
	III/I - Delay Costs	
	1.7.1 Value Engineering Proposals	
	1.26.1 Community Relations	
	1.26.2 Complaints	
	Response to Revised POC: A & B	
9	Documents MSBCA 1254 (1982 - 1983) Photograph Negatives	
	NW Bus Facility Claims	
	Narrative on Unpaid Extras & General Notes	
	Notes on Corman Claim	
10	Office Files - Change Orders (1986 - 1990)	
	NW-08-01, Relocated Milford Mill Rd (Corresp File)	
	NW-08-01, C.O. #001	
	NW-08-06, C.O. #001	
	NW-08-07, Old Court Sta. (Correspondence File)	
	NW-08-07, C.O. #018	
	NW-08-08, C.O. #001 & 002	
	MTA-0218, C.O. #001 & 002	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
10	MTA-0231, C.O. #001 MTA-0234, C.O. #001 MTA-0235, C.O. #001 MTA-0236, C.O. #001 MTA-3-30-8, C.O. #001 MTA-5-11-13, Bush Fac. Elec. Rehab. (Corresp. File) MTA-23-91-14, C.O. #001 MTA-23-91-15, C.O. #001 - #003 MTA-23-91-22, C.O. #001 MTA-23-91-24, C.O. #001 MTA-23-91-33, Ancillary Constr. & Maint. (Corresp. File) MTA-23-91-33, C.O. #001 MTA-23-91-36, C.O. #001 & #002 MTA-23-91-45, C.O. #001 MTA-90-1-9, C.O. #001 MTA-90-1-19, C.O. #001 & #002 MTA-90-7-32, C.O. #001 MTA-90-15-16, C.O. #001 - #004 MTA-90-15-21, C.O. #001 - #003 MTA-90-15-24, C.O. #001 MTA-90-21-2, C.O. #001 MTA-90-21-6, C.O. #001 & #002 MTA-90-21-7, C.O. #001 - #004 MTA-90-21-10, C.O. #001 & #002 MTA-90-32-2, C.O. #001 XO-13-03, C.O. #006 XO-30-02, C.O. #004 XO-40-02, Trackwork Installation (Corresp. 1987-1988) (Hold) Change Orders/Notices XO-40-02, Smith Inca XO-40-02, CN #12, Revisions 4 XO-40-02, C.O. #001 - #020 XO-40-10, C.O. #004 XO-40-11, C.O. #001 & #002 XO-40-12, C.O. #001 & #002 XO-40-12, C.N. #001	Schedule No. 1001 All Items 9/1/97
11	MTA-3-30-8, (5/87 - 9/87) NW Bus Facility Landscape Planting Contract Records	
12	MTA-3-4-38, (10/84 - 2/85) Reisterstown Plaza South Parking Lot	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
13	MTA-90-15-16, (5/8/87 - 9/10/90) (FIELD) Kirk Div. Tire & Electronic Shop Addition	Schedule No. 1001 All Items 9/1/97
14	MTA-3-32-23, (10/31/87 - 9/10/90) (FIELD) Radio Computer Room Upgrade	↓
15	MTA-23-91-15, (11/13/86 - 9/10/90) (FIELD) Space Modification & Renovation - OCC	
16	MTA-23-91-33, (11/86 - 9/10/90) (FIELD) Ancillary Construction & Maintenance Service III	↓

MASS TRANSIT ADMIN. 26.01.06 <hr/> Reporting Agency <hr/> CONSTRUCTION DIV. BALTIMORE <hr/> 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 (1) 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 <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W524	FIELD OFFICE FILES	1001	ALL	89-91	1	5/7/98	RECYCLE

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

 Signature Records Center Manager June 30, 1998
 DGS 550-2 (Rev. 1/93) Title Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION		ACCESSION NO. 96W524	DATE REC'D 11-20-95
B. DIVISION/UNIT CONSTRUCTION DIVISION (264)		RM CODE 26-01-06	
C. MAILING ADDRESS WILLIAM DONALD SCHAEFER TOWER 6 ST. PAUL STREET, BALTIMORE, MD 21202-1614		LOCATION RANGE 14 SECTION(S) 31	NO. CU. FT. 1
D. PHONE NO. (410) 767-3328		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL (410) 767-3829 CAROLYN WHITAKER, DOCUMENT CONTROL OFFICER		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO. DISPOSAL DATE	
1	FIELD OFFICE FILES - REHABILITATION OF FIRE ALARM SYSTEM - PHASE II CONTRACT MTA-90-1-24 (06/89 - 03/91) - BUS LOOP PAVING RECONSTRUCTION - MONROE ST. CONTRACT MTA-90-41-03 (09/90 - 02/91)	Schedule #1001 All Items (01/98) <div style="text-align: right; font-family: cursive; font-size: 1.5em;"> Disposal 5-7-98 </div>	

MASS TRANSIT ADMIN. 26.01.06 <hr/> Reporting Agency <hr/> CONSTRUCTION DIV. - BALTIMORE <hr/> 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 (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W998	CONTRACTS	1001	1	1989-1990	4	7/9/97	RECYCLE

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

_____ Signature DGS 550-2 (Rev. 1/93)	Records Center Manager Title	June 30, 1998 Date
---------------------------------------------	---------------------------------	-----------------------

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION	ACCESSION NO. 95W998	DATE REC'D 2-8-95
B. DIVISION/UNIT CONSTRUCTION DIVISION	LOCATION RANGE SECTION 9 28	RM CODE 26.01.06
C. MAILING ADDRESS 300 W. Lexington Street Baltimore, MD 21201	LOCATION RANGE SECTION 9 28	NO. CU. FT. 4
D. PHONE NO. (410) 333-3480	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Carolyn Whitaker, Supervisor Document Control (410) 333-3427	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO. DISPOSAL DATE
1	<p>Concrete Tie Procurement Contract MTA-0305 (3/90 - 9/90) Change Order No. 001 Final Payment & Contract Closeout</p> <p>Modifications to Bldg. 5, Bush Div. Contract MTA-3-25-26 (3/89 - 4/90) Correspondence File CCR #001 Change Order Nos. 001 & 002 Final Payment & Contract Closeout</p> <p>Bldg. 5 Boiler Stack Replacement - Bush Division Contract MTA-3-25-28 (12/89 - 7/90) Correspondence File Change Order No. 001 Final Payment & Contract Closeout</p> <p>Bush Fac. Electrical Rehab. - Phase I Contract MTA-5-11-13 (5/88 - 2/90) Correspondence File Final Payment & Contract Closeout</p> <p>Overhead Doors, Bush Division Contract MTA-90-1-23 (6/88 - 10/90) Correspondence File Final Payment & Closeout</p>	<p>Schedule #1001 Att-Items #1 (07/97)</p> <p><i>Disposal</i> <i>7/9/97</i> <i>gpd</i></p>

BOX NO.	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
1 (cont'd)	Design & Installation of A Pre- Engineered Building Contract MTA-90-21-13 (11/88 - 5/90) Contract Specifications Book General Correspondence File Correspondence File Change Order Nos. 001 & 002 Final Payment & Contract Closeout	Schedule #1001 All Items (07/97)
	Bus Loop Paving Cedonia Ave. Contract MTA-90-32-10 (9/89 - 7/90) Correspondence File Change Order Nos. 001 & 002 Final Payment & Contract Closeout	
	Bus Loop Paving Reconstrn. Parkville Contract MTA-90-32-21 (11/89 - 5/90) Correspondence File Final Payment & Contract Closeout	
	Emergency Lighting System Wabash Rail Shop Contract MTA-90-37-2 (8/89 - 11/90) Correspondence File General Correspondence File Change Order Nos. 001 & 002 Final Payment & Contract Closeout	
	Supplemental Landscape Planting Contract XO-40-13 (1/88 - 7/90) Correspondence File Change Order Nos. 001 - 004 Milestone Completion Certificate Final Payment & Contract Closeout	
9	Train Control Contract XO-40-04 (01/85 - 06/90) Change Order Nos. 010-019, 021, 022 Final Payment & Contract Closeout	

BOX NO.	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
2	<p>Relocation of Howard Street Utilities Contract CL07 (07/89 - 05/90) General Correspondence Incoming Correspondence Outgoing Correspondence Weekly Report Estimate of Construction Cost Change Notice No. 002 Change Order Nos. 001-006 Final Payment & Contract Closeout General Contract Data Incoming From Contract Administration L/T from R.E. to Contractor RE to MTA RE to File Baltimore City BG&E C&P Telephone Company Ltrs. to R.E. from Contractor Change Notice Nos. 001-004, 006, 008-011, 014-017, 020, 023, 025-027</p>	<p>Schedule #1001 All Items (07/97)</p>
3	<p>Modifications to Bldg. No. 5 - Bush St. Division Contract No. MTA-3-25-26 (5/89 - 4/90) (Field Ofc. Files) Correspondence Progress Payment Estimate Construction Logs Specification Book IDR's Submittals CCR's, CN's, CO's Certified Payrolls</p> <p>Pre-Engineered Building Contract No. MTA-90-21-13 (2/89 - 5/90) (Field Ofc. Files) Specifications Book Correspondence CCR & CN Change Orders Progress Payment Estimates Subcontractors Construction Logs IDR</p>	


<u>BOX NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
4	Bush Fac. Electrical Rehab. - Phase I Contract No. MTA-5-11-13 (9/88 - 2/90) (Field Ofc. Files) Correspondence Progress Payments CCR's, C.O.'s Inspector's Daily Reports Item Ledger Sheets Progress Photos Contract Specification Book Certified Payrolls Shop Submittals	Schedule #1001 All Items (07/97)

DEPT. OF TRANSPORT 26.01.06.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
MASS TRANSIT ADMIN.-BALTO.		
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.				
89W622	SECUR/GUARD INVEST	1163	1	1986	1		RECYCLE
93W1255	POLICE REJECTIONS	1163	3	1986	1	12/23/97	
93W1256	DAILY TIMESHEETS	1163	6	1991	12	12/31/97	
89W621	POLICE INVEST-REJECT	1163	3	1986	3	2/7/97	

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


Signature

Records Center Manager
Title

June 30, 1998
Date

RECORDS TRANSMITTAL AND RECEIPT

E

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26-01-06-03		ACCESSION NO. 89W622	DATE RECD 12-23-88
b) AGENCY DOT		LOCATION - RANGE 26 SECTION(S) 27	NO. OF CU. FT. 1
c) DIVISION/UNIT MASS TRANSIT ADMINISTRATION		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MARYLAND 21230		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL E. W. BRAUER, JR. CHIEF OF POLICE		PHONE NO. 333-3550 21230	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1 of 1	Security Guard Application Investigations (Rejections) - This file contains application for employment, personal history statements, fingerprint cards, authorization for disclosure of information forms, educational records, employment records, copy of personal information data. (86-001 - 86-069)	1163, 1, 12/31/1996 1/97	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 93W1255	DATE REC'D 4-13-93
B. DIVISION/UNIT MASS TRANSIT ADMINISTRATION			RM CODE 26.01.06.03
C. MAILING ADDRESS 301 N. EUTAW STREET BALTIMORE, MD 21201		LOCATION RANGE SECTION(S) 14 10	NO. OF CU. FT. 1
D. PHONE NO. 333-8141		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL L. M. ENGLEMAN Director, Police/Safety Divisions		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 1	Police Applicant Investigations (Rejections) This file contains application for employment personal history statements, fingerprint cards, authorization for disclosure of information forms, educational records, employment records, copy of personal information data. 1986	1163,3,12/31/1996 1/97 Disposal 12/23/97 <i>[Signature]</i>

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.06.03	ACCESSION NO. 9361256	DATE REC'D 4-13-93
b) AGENCY DOT	LOCATION - RANGE SECTION(S) 41 1	
c) DIVISION/UNIT MASS TRANSIT ADMINISTRATION		
d) MAILING ADDRESS 301 N. EUTAW STREET BALTIMORE, MARYLAND 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL L. M. ENGLEMAN DIRECTOR POLICE/SAFETY	PHONE NO. 333-8141	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 of 12	Daily Time Sheets - Contains detailed log of Officers' duties on a daily bases January 1991	1163,6, 12/31/96 1/97
2 of 12	Same as above February 1991	-do-
3 of 12	Same as above March 1991	-do-
4 of 12	Same as above April 1991	-do-
5 of 12	Same as above May 1991	-do-
6 of 12	Same as above June 1991	-do-
7 of 12	Same as above July 1991	-do-
8 of 12	Same as above August 1991	-do-
9 of 12	Same as above September 1991	-do-
10 of 12	Same as above October 1991	-do-
11 of 12	Same as above November 1991	-do-
12 of 12	Same as above December 1991	-do-

Disposal
12/31/97
 Gpy

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 26.01.06.03	ACCESSION NO. 89W621	DATE REC'D 12-23-88
b) AGENCY		
c) DIVISION/UNIT MASS TRANSIT ADMINISTRATION	LOCATION - RANGE SECTION(S) 115 25	NO. OF CU. FT. 3
d) MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MARYLAND 21230	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL E. W. BRUAER, JR	PHONE NO. 333-3550	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 of 3	Police applicant Investigations (Rejections) This file contains application for employment personal history statements, fingerprint cards, authorization for disclosure of information forms, educations records, employment records, copy of personal information data. 86-001 - 86-065	1163,3, 12/31/1996 1/97
2 of 3	Same as above 86-066 - 86-125	-do-
3 of 3	Same as above 86-126 - 86-167	-do-
		Disposal 2/7/97 PC

MASS TRANSIT ADMIN. 26.01.06.01.01

Department of General Services
Records Management Division
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

Prepare in duplicate
Retain one (1) copy and
forward original to
address at left.

Reporting Agency

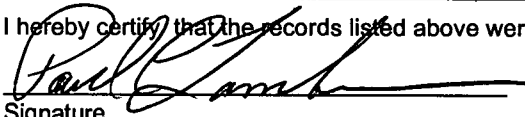
FINANCE/RISK MANAGEMENT-BALTO.

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.				
96W34	CLAIM FILES	1670	1	1991	40	11/18/97	RECYCLE

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



Records Center Manager

June 30, 1998

Signature

Title

Date

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration 29.08.01		ACCESSION NO. 96W34	DATE REC'D 8-10-95
B. DIVISION/UNIT Finance/Risk Management			RM CODE 26.01.0601.01
C. MAILING ADDRESS 6 St. Paul Street 8th Floor Baltimore, MD 21202-1614		LOCATION RANGE SECTION(S) 70 22-23	NO. OF CU. FT. 40
D. PHONE NO. (410) 767-3700		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Morton Green		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Claim Files 91-0251 - 91-0305	All items 01/01/97 # 1670 # 1 <i>Disposal</i> 11/18/97 <i>[Signature]</i>
2	Claim Files 91-0190 - 91-0250	
3	Claim Files 91-0124 - 91-0189	
4	Claim Files 91-0070 - 91-0123	
5	Claim Files 91-0001 - 91-0069	
6	Claim Files 91-0515 - 91-0579	
7	Claim Files 91-0460 - 91-0514	
8	Claim Files 91-0413 - 91-0459	
9	Claim Files 91-0358 - 91-0412	
10	Claim Files 91-0306 - 91-0357	
11	Claim Files 91-0810 - 91-0837	
12	Claim Files 91-0769 - 91-0809	
13	Claim Files 91-0709 - 91-0768	
14	Claim Files 91-0642 - 91-0707	
15	Claim Files 91-0580 - 91-0641	
16	Claim Files 91-1031 - 91-1088	

Box Nos.	Description of Records w/inclusive Dates	Disposal Date
17	Claim Files 91-0973 - 91-1030	All items 01/01/97
18	Claim Files 91-0927 - 91-0972	
19	Claim Files 91-0870 - 91-0926	
20	Claim Files 91-0838 - 91-0869	
21	Claim Files 91-0350 - 91-1386	
22	Claim Files 91-1283 - 91-1349	
23	Claim Files 91-1220 - 91-1282	
24	Claim Files 91-1165 - 91-1219	
25	Claim Files 91-1089 - 91-1164	
26	Claim Files 91-1646 - 91-1731	
27	Claim Files 91-1570 - 91-1645	
28	Claim Files 91-1495 - 91-1568	
29	Claim Files 91-1445 - 91-1494	
30	Claim Files 91-1387 - 91-1444	
31	Claim Files 91-1697 - 91-1749	
32	Claim Files 91-1732 - 91-1745	
33	Claim Files 91-1557 - 91-1691	
34	Claim Files 91-0585 - 91-0715	
35	Claim Files 91-0754 - 91-1096	
36	Claim Files 91-1100 - 91-1383	
37	Claim Files 91-1377 - 91-1551	
38	Claim Files 91-0031 - 91-0573	
39	Claim Files - Miscellaneous	
40	Claim Files - Miscellaneous	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 709-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. Mass Transit Administration 26.01.06.01</p> <p>B. DIVISION/UNIT Finance/Payroll</p> <p>C. MAILING ADDRESS 1515 Washington Blvd. Baltimore, Md. 21230</p> <p>D. PHONE NO. 333-3578</p> <p>E. AGENCY OFFICIAL Frank J. Taylor</p>	<p>ACCESSION NO. <i>91W1073</i></p> <p>LOCATION RANGE SECTION(S) <i>35 12</i></p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D <i>4-3-91</i></p> <p>RM CODE <i>26.01.06.01</i></p> <p>NO. OF CU. FT. <i>28</i></p> <p align="center">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
73 thru 74	Office/Office Trans timesheets Jan, 89 - Dec, 89	Schedule #992 Item # 1-D January, 1997
75 thru 100	PB 90's 01/01/89 - 12/30/89	<p><i>Disposal</i> <i>12/12/97</i> <i>gjs</i></p>

R-35

S-12

1 Empty

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20754 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration 26.01.06.01		ACCESSION NO. <i>92W1210</i>	DATE REC'D <i>4-20-92</i>
B. DIVISION/UNIT Finance/Payroll		LOCATION RANGE SECTION(S) <i>139 17</i>	RM CODE <i>26.01.06.01</i>
C. MAILING ADDRESS 1515 Washington Blvd. Baltimore, Md. 21230		NO. OF CU. FT. <i>32</i>	
D. PHONE NO. 333-3578		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Frank J. Taylor		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
70 thru 71	etrl staff/Mgt timesheets 12/26/90 - 6/25/91	Schedule #992 Item # 1-D January, 1997
72	Payroll Recaps thru 12/31/89	
73	Payroll Tax Records 1985 - 1986	
74 thru 99	Police/Nonop timecards 12/30/90- 6/29/91	
100	Staff Payroll Records 1988 - 1989	
101	Weekly Adjustments 1/91 - 6/91	

*Disposal
11/10/97*

~~R-102~~
~~S-35~~

R-139
S-17

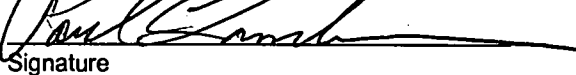
4 empties

MASS TRANSIT ADMIN 26.01.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
DOCUMENT CONTROL-BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
86W309	MEDICAL RECORDS	1001	ALL ITEMS	12/5/78-4/30/83	43	5/21/98	RECYCLE
89W438	MTA	1001	ALL ITEMS	01-01-95	6	5/20/98	
89W129	NW	1001	1-3	1995	12	12/12/97	
87W306	INCLUSIVE DATES	1300	2-A	8/9/79-12/12/83	31	2/12/97	
89W441	HDQTRS. MISC.CONTRAC	1001	01-01-96	1984-1988	56	1/02/98	
87W309	COLD SPRING STA & LINE	1300	2-A	1978-1981	68	2/12/97	
87W307	HEARING TRANSCRIPTS	1300	2-A	1985	35	2/5/97	
89W440	FILES	1001	01-01-95	1985-1987	24		
89W439	PROGRESS PAYMENTS	1001	01-01-95	1/85-7/87	4	11/19/97	
88W407	CONTRACT RECORDS	1001	1-3	6-84-8-87	42	11/19/97	

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


Records Center Manager
June 30, 1998
 Signature Title Date
 DGS 550-2 (Rev. 1/93)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE <i>26.01.06 26.06</i></p>	<p>ACCESSION NO. <i>86W309</i></p>	<p>DATE REC'D <i>11-12-85</i></p>
<p>2. AGENCY Mass Transit Administration Transit Development Division (formerly Engr. Dev. Div.)</p>	<p>LOCATION - RANGE <i>47</i></p>	<p>NO. OF CU. FT. <i>472 43</i></p>
<p>3. DIVISION/UNIT Document Control</p>	<p>SECTIONS <i>1-2</i></p>	<p>RECORDS CENTER MANAGER</p>
<p>4. MAILING ADDRESS 300 W. Lexington Street Baltimore, Maryland 21201-3415</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	
<p>5. AGENCY OFFICIAL John W. von Briesen, Deputy General Manager - Transit Dev. Div. 659-3452</p>	<p>PHONE NO.</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Medical Records, NW-06-07 & NW-06-04 12-5-78 - 1-3-81	All items <i>1/93</i> 01-01-91
2	Medical Records, NW-06-07 & NW-06-04 12-5-78 - 1-3-81	<i>1601</i>
3	Test Results NW-06-07, 12-32-78 - 1-31-81	# 1-3 <i>1/91</i>
4	Misc. Claims, NW-03-02, 3-31-77 - 12-31-79	<i>* Partial Bks - 1149,</i>
5	Misc. Claims, NW-03-02, 3-31-77 - 12-31-79	<i>162-163, 167-169,</i>
6	Mondawmin Line - Pour Card Blasting Reports, NW-06-04/07, 1-10-79 - 6-17-81	<i>175-251, 258-343,</i>
7	Pour Cards, Blasting Reports, NW-06-07/04, 1-10-79 - 6-17-81	<i>349-353, 357-360,</i>
8	Mondawmin Line - South, 12-31-80 - 4-30-83	<i>365-366, 368-372,</i>
9	Mondawmin Line - South, 12-31-80 - 4-30-83	<i>377-472</i>
10	Mondawmin Line - Portal, NW-06-08, 1-30-78 - 1-30-81	<i>1/97</i>
11	Mondawmin Line - 6-30-78 - 1-31-81 (NW-06-08)	<i>disposal</i>
12	EEO Rpts, NW-03-04, 1-28-80 - 12-31-80	<i>5-21-98</i>
13	EEO Rpts, NW-03-04, 1-23-80 - 1-28-80	<i>OK</i>

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E X

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 875, JERSEY, MD. 20724 (TELEPHONE - 703-1878)

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

B AGENCY CODE 26.01.06		ACCESSION NO. 89W438	DATE REC'D. 11-4-88
D AGENCY Mass Transit Administration Transit Development Division		LOCATION - RANGE 43	SECTION 72
A DIVISION/UNIT Document Control (Wabash)		NO. OF COPIES 6	
E MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415		RECORDS CENTER MANAGER	
C AGENCY OFFICIAL John W. von Briesen, Deputy General Manager - Transit Dev. Division		PHONE NO.	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2 BOX NUMBERS	3 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4 DISPOSAL AUTHORITY SCHEDULE ITEM NO. DISPOSAL DATE
		Schedule No. 1001 All Items 01-01-95
1	NW-06-05	"
2	NW-06-05	" 1/97
3	NW-06-05	"
4	MTA-3-4-37 MTA-90-1-4	"
5	MTA-90-1-9 MTA-90-7-11 MTA-90-7-5 MTA-90-7-8	"
6	NW-05-03	"
		disposal 5-20-98 JW

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JERSEY, MD. 20724 (TELEPHONE - 703-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE <div style="font-size: 2em; text-align: center;">26.01.06</div>	ACCESSION NO. <div style="font-size: 2em; text-align: center;">89W129</div>	DATE REC'D <div style="font-size: 2em; text-align: center;">7-29-88</div>
2. AGENCY Mass Transit Administration Transit Development Division	LOCATION RANGE SECTION <div style="font-size: 2em; text-align: center;">35 1</div>	
3. DIVISION/UNIT Document Control	NO OF CL. P. <div style="text-align: center;">12</div>	
4. MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415	RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL John W. von Eriesen, Deputy General Manager - Transit Dev. Division	PHONE NO. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO., DISPOSAL DATE
1	NW-09-01 - General Contract Data, Incoming Letters/Transmittals	01/95 <i>Sch #1001</i>
2	NW-09-01 - Incoming Consultants, Outgoing Contractor/Others, Subcontractor Approvals and Correspondence	01/95 <i>Items-1-3</i>
3	NW-09-01 - Incoming Transmittals, Incoming MTA/Others	01/95
4	NW-09-01 - Change Notices, Change Orders	01/95
5	NW-09-01 - Testing & Materials, Insurance, Milestone Reports, Item Ledger, Payment Information	01/95
6	NW-09-01 - Project Diary, Project Schedules, File Index	01/95
7	NW-09-01 - Certified Payrolls	01/95
8	NW-09-01 - Inspectors Daily Reports, Construction Logs, Inspectors Time Sheets	01/95
9	NW-09-01 - Contract Records	01/95
10	NW-09-01 - Drawings, Progress Photos	01/95
11	NW-09-01 - Drawings	01/95
12	NW-09-01 - Drawings	01/95

Disposal
 12/12/97
MPB

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 700-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. a) AGENCY CODE 29.08.01.05</p> <p>b) AGENCY Mass Transit Administration Construction/Claims Litigation</p> <p>c) DIVISION/UNIT CONSTRUCTION DEPT Construction Department</p> <p>d) MAILING ADDRESS 300 W. Lexington Street Baltimore; Maryland 21201-3415</p> <p>e) AGENCY OFFICIAL _____ PHONE NO. _____</p>	<p>ACCESSION NO. 87W306</p> <p>LOCATION - RANGE 719 SECTIONS 17-18</p> <p>RECORDS CENTER MANAGER _____</p>	<p>DATE REC'D 10-10-86</p> <p>NO. OF CU. FT. 31</p>
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1.	<p>INCLUSIVE DATES: 10/13/82 - 04/25/80</p> <p>W. Md., Wabash Bus Facility, Chas Ct. (Slurry walls), SCS XO-17-02, Cold Spring Lane Station & Line NW-07-05, Consultant Screening Committee NW-07-27.</p>	<p>01/01/91/93</p> <p>Sch. # 1300</p> <p>Item - 2-A</p>
2.	<p>12/04/81 - 12/12/83</p> <p>XO-17-02 C.O. 16, NW-07-05 (1981) C.O.'s & NW-07-08 Rogers/Reisterstown, NW-07-06 W. Cold Spring Station Site Development NW-07-09, Chas Ct. NW-01-06.</p>	<p>1300</p>
3.	<p>07/30/84 - 08/09/79</p> <p>(Correspondences) Chas. Center NW-01-06, Hilton Hotel B & O RR.</p>	<p>Disposal</p> <p>2/12/97</p>
4.	<p>06/12/80 - 12/22/80</p> <p>Chas. Ct. Sta. CMP Reports, Correspondence, Claims, Comm. Relations, Md. Nat'l Bank. Light St. Paving Changes, 7-9 E. Balt. St., 28 E. Balt. St., 17 E. Balt. St., 26 E. Balt. St. (Harbor Printing).</p>	

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RECORDS TRANSMITTAL AND RECEIPT

Box Numbers	Inclusive Dates	Description Record Title
28.	08/17/84 - 04/15/81	Hensel Phelps Legal Documents 1101's.
29.	04/22/79 - 10/07/79	Hensel Phelps Legal Documents 1101's.
30.	04/08/79 - 01/80	Hensel Phelps Legal Documents 1101's.
31.	01/31/78 - 01/30/81	Hensel Phelps Legal Documents 1101's.

87 W 306

R-119

S 17-18

Baker 1-31

E

RECORDS TRANSMITTAL AND RECEIPT

MASS TRANSIT ADMINISTRATION
BALTIMORE REGION
RAPID TRANSIT PROJECT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 372, JERSEY, MD. 20704 (TELEPHONE - 703-1378)

OCT 5 1988

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE <i>26.01.06</i>		ACCESSION NO. <i>89W441</i>		CONSTRUCTION PROJECT DATE RECEIVED <i>11-4-88</i>
2. AGENCY Mass Transit Administration Transit Development Division		LOCATION RANGE <i>42</i>		SECTIONS <i>1-2</i>
3. DIVISION/UNIT Document Control		NO. OF CU FT <i>59 56</i>		
4. MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL John W. von Briesen, Deputy General Manager - Transit Dev. Division		PHONE NO.		
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER				
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
1	NW-08-01 Hdqtrs. Misc. Contract 2/83-4/88 Correspondence	Schedule No. 1001 All Items 01-01-96		
1	NW-08-02 Hdqtrs. Misc. Contract 10/83-5/88 Correspondence	<i>*4 Returned to Agency Boxes # 12/88 (4, 14-15)</i> <i>Disposal 1/02/98</i> <i>gpr</i>		
1	NW-08-03 Hdqtrs. Misc. Contract 9/83-1/85 Correspondence			
2	NW-08-05 Hdqtrs. Misc. Contract 1/85-7/88 Correspondence			
2	NW-01-06 Hdqtrs. Misc. Contract 9/84-9/84 Correspondence			
2	NW-08-10 Hdqtrs. Misc. Contract 4/83-11/84 Correspondence			
2	NW-08-11 Hdqtrs. Misc. Contract 11/83-12/84 Correspondence			
2	NW-08-12 Hdqtrs. Misc. Contract 8/84-11/84, Correspondence			
2	MTA-90-27-3 Hdqtrs. Misc. Contract 9/87-12/87 Correspondence			

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Records Transmittal and Receipt

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
3	NW-08-07 Hdqtrs. Misc. Contract Correspondence	3/84-7/88 Schedule No. 1001 All Items 01-01-96
3	XO-40-03	3/85-3/88
3	XO-40-10	10/85-5/88
3	XO-40-11	12/85-4/88
4	NW-09-01	6/85-7/88
4	NW-09-02	1/85-7/88
4	XO-13-04	1/86-9/86
4	XO-30-01	12/84-4/86
4	XO-30-02	4/84-7/88
4	XO-30-03	8/84-7/88
4	XO-30-04	8/84-7/88
4	XO-40-02	3/85-3/88
5	MTA-3-32-3	Files 2.1-2.3.1(Hq.) 2/85-7/88
6	MTA-3-32-3	Files 2.3.1-2.38 (Hq.) 2/85-7/88
6	MTA-3-4-37	Hdqtrs. Misc. Contract Correspondence 7/85-1/86
6	MTA-3-21-1	6/79-6/82
6	MTA-3-21-2	4/79-7/80
6	MTA-23-91-24	5/87-9/87
6	MTA-29-21-22	1/87-10/87
6	MTA-90-1-4	10/85-1/86
6	MTA-90-1-9	5/85-4/87
6	MTA-90-1-19	12/85-12/85
6	MTA-90-7-5	7/85-10/85

Returned 12/88

<u>BOX NO.</u>	<u>DESCRIPTION</u>		<u>DISPOSAL AUTH.</u>
6	MTA-90-7-8	Hdqtrs. Misc. Contract Correspondence	3/86-4/86 Schedule No. 1001 All Items 01-01-96
6	MTA-90-7-11	"	11/85-6/86 "
6	MTA-3-32-22	"	6/88-6/88 "
6	MTA-5-10-1	"	5/88-6/88 "
6	MTA-90-15-15	"	11/86-7/88 "
6	MTA-90-21-11	"	8/87-5/88 "
6	MTA-0192	"	11/87-11/87 "
6	NW-04-0	"	12/83-5/84 "
6	XO-40-11	"	12/85-4/88 "
6	HDQTRS. GENERAL CORRESPONDENCE:		1983-1988 "
		Employment KGDM Insurance Claims Complaints SCM Progress Report SHA Monthly Reports Work Schedules - Constn. Dept. Section "B" Status Reports Monthly Status Reports	
7	HDQTRS. GENERAL CORRESPONDENCE:		1983-1988 "
		Punch Lists Change Order Report Log Sheets - Section "B" Contracts Leave Records 1982 - 1986	
7	MTA-23-91-14	Hdqtrs. Misc. Contract Correspondence	7/86-6/88 "
7	AW-825-710-014	"	10/87-10/87 "
7	MTA-90-21-2	"	10/87-6/88 "

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
8 NW-08-07	Misc. Correspondence 11/87 - 7/88 Field Office	Schedule No. 100 01-01-96 - All etc
9 NW-04-04	MDOT 1022 Wabash Bus - Site Construction MTA-5-10-1 MSBCA 1254 Jan -88 July - 88	
10 NW-07-05 NW-07-08 NW-06-05	MSPCA 1101 Roger Reisterstown CT. A1 Mondawmin Station MDOT -1026 MSBCA - 1095	
NW-03-02	Bolton Hill Tunnels MDOT 1025 Jan -88 July - 88	
NW-06-04 NW-06-07	Mondawmin Tunnels Jan-88 - July-88	
11 NW-01-06	Charles Center MSBCA 1056 C.O. 0% 074 N/S Line Delay Claim Credit For Bracing Modification	

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Incoming Correspondence - R. J. Koch Oct., Nov., Dec., 1982

Knut Sorteberg Feb., 1985

Ken Wells (Correspondence - incoming - outgoing)

Bill Services for May/June 1984

Tax Exemption - Xerox Nov. 29, 1984

Purchase Orders - 2-3-83, 2-17-82, 2-15-82, 10-21-81

General Consultant Services - June 29, 1984

Claim Services, Rummel, Klepper & Kahl Services

Billings for Services May, June, July, August - 1985

Billings for Services September/December, 1984

Billings for Services July/August, 1984

Billings for Services March/April, 1984

Billings for Services February/March, 1982

Billings for Services Jan., Feb., March., April, 1985

Approval for Services, Feb., March 1984

Request for Increase & Proposal of Work Authorization Dec., 1980, Sep. 1985

Keith C. Thornton Assoc - Oct. 1983 - Dec - 1985

Rubino & McGeehin Chartered Certified Public Accountants
Invoices - Inactive

Rubino & McGeehin, Chartered Contract

" " Invoices Active, 1984

" " Work Authorization 1982

" " " " 1981

" " " " 1983-84

" " Invoices Active 1982-83

Wise, Donald J. (STV/Lyon Assoc.)

Stuart Ockman, 1101 Eff. Expert

Pettit and Martin Feb. 1981 - June 1985

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
13	MTA-0071 Pay Schedule, Henry Bros. Const. Inc. Aug.-Sept., 1983 - Altera. Lower Level One - OCC Plumbing Specifications General Correp. June 1983	Schedule No. 1001 All Items 1/1/96
NW-06-08	Water Meters - Mondawmin Line Portal June 1981-Sept. 1983	
14	MTA-3-32-3 Wabash Division Bus Facility General Corres. File 6/86 - 12/87 General Corres. File (Claims) 3/86 - 4/88 Claims Files - CL001-025 1/85 - 4/86 Change Notice Files 4/85 - 4/86 Change Order Files 10/85 - 1/88	
15	MTA-3-32-3 General Corres. File 1/88 - 6/88 Change Order Files C.O. #059 - 076	
NW-08-06	Gen'l Corres. 9/87 - 11/87	
NW-08-08	Old Court Sta. Access & Ser. Rd. Modifi., Change Order Nos. 001, 002	
XO-04-03	Signing & Graphics Gen'l Corres. (1987 & 1988)	
MTA-90-15-15	Rogers Ave. Parking Lot Expansion Addendum No. 1 Change Order Nos. 002-006	
MTA-90-21-11	Bush St. Bus Facility - Phase II Change Order Nos. 001-003	
XO-40-10	Landscape Planting - Sudbrook Change Order Nos. 003, 004	
XO-40-11	Landscape Planting - Gwynnvale Change Order No. 001	

*Returned to Agency
By 12/88
BX #1445*

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
18	NW-07-07	Schedule No. 10 All Items 01-01-96
	Western MD Railway Lehigh Yard Relocation Contract Specifications BK (Conformed June 30, 1978)	
	Appeal of Hensel Phelps Constr. Amended pgs. 6/11/84	
	Request for an equitable Adjustment Due to Delays and Constructive Acceleration - 12/80	
	NW-01-06	
	Charles Center Gen'l Corresp.	
	1080 Complaints Time Analysis	
	Intercounty Claim Data, etc. 1080 Progress Payments Narrative, etc. Counterclaim Audit Monthly Cost Summary VECP	
	Correspondence from R.E.	
19	NW-07-07	
	Hensel Phelps Constr. Co MSBCA Docket Nos. 1080 & 1167 12-10-8 Respondent's Opening Brief (12-3-84) Respondent's Reply Brief (5/8/85) Subway - Diaz Spiral Notebook June - Dec. 1979 Daily Diary May - Dec. 1979 (copy)	
	NW-07-07	
	Daily Inspection Report	
	NW-07-07	
	Appeal of Hensel Phelps Constr. Co. Docket No. MSBCA 1167 Respondent's Interrogatories to Appeal Hensel Phelps Memo of Law on Allocation of the Burden of Proof Analysis & Rebuttal of MTA's Administrator's Decision Pertaining to Hensel Phelps's Request for an Equitable Adjustment Due to Delay & Constructive Acceleration	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
16	NW-08-05 Millford Mill Station Site Finish C.N. 5.8.001, 3, 5, 11-13, 16, 17, 20, 21, 25, 26, 28-31, 34-36, 38, 39.	Schedule No. 100 All Items 01-01-96
	NW-08-07 Old Court Station Site Correspondence C.N. 103-5, 8-10, 15, 16, 19, 21, 31, 34, 39, 42, 47, 49, 50, 53, 68, 69, 76, 77, 82-93, 95, 96, 98, 99 Priority Processing of Change IDR - June 2.30.3 July 2.30.4 Oct. 2.30.8 Nov. 2.3.9	
17	NW-01-06 Intercounty Construction - ICC Release of Retainage CN 070 Intercounty Construction Charles Center Briefing 5-15-81 Draft Letter to Interco. Constr. 5-1980	
	NW-08-02 Millford Mill Site Grading General Correspondence Rapid Transit Passenger Vehicle Procurement Systems Construction Management Supplementary Agreement #1	
18	1080 Account Audit, Weekly Labor Cost, Cross Statement, VBH Fact Chronology, 07-07 Change Orders	
	NW-07-07 Appeal of Hensel Phelps Docket # MSBCA 1080 (6-11-84) Superintendent's Weekly Production Report - Job # 27874 Appeal of Hensel Phelps Constr. Co. Amended pgs. 6/1/84, 5/23/84	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
20	MTA-5-10-1	Wabash Bus Division Fac.- Site Construction
		Schedule No. 1001 All Items 1/1/96
		Equipment Time Tickets 10/83
		Corman Daily Time Sheets 5/83 - 8/84
		Corman Statement of Compliance 1984
		Payrolls A-L 5/83 - 10/83 Payrolls M-Z 7/83 - 12/83
		Corman Payrolls 6/83 - 12/83
		Wabash Drawings
		Docket No. MSBCA 1254 (Improvement Program) Appeal of Corman Constr. Disputed Final Payment
		Correspondence File - 3/82 - 6/83
		Corman Construction, Inc. - Gen'l Contractors - Claim for Additional Compensation for Delay, Disruption, Impact and Additional Work
21	MTA-5-10-1	Wabash Bus Division Facility - Site Construction
		Test Reports - 1983 - 1984
		Incoming and outgoing Correspondence 1983 - 1984
		Calculations & figures - Cross Sections Quantities Computations - 1983 - 1984
		Monthly Status Reports, War Chart & Cash flow

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
22 MTA-5-10-1	Incoming and Outgoing Corresp. 4/83 - 6/85	Schedule No. 1001 All Items 1/1/96
	Item Ledger Sheets - 1983	
	Field Notes 2129 5/83-12/83	
	Insurance Certifications 1.19.3 5/83	
	Tabulation of Bids	
23 MTA-5-10-1	Field Books 7/83 - 12/83	
	Change Orders - 8/82 - 1/85	
	Personnel Files 1.33	
	Progress Photos 1.35 (5/83-1/84)	
	Office Inventory - 1.31 (6/83)	
	Notes & Depositions - 8/82	
24 MTA-5-10-1	Change Orders - (5/83 - 11/84)	
	Survey Information (Jay)	
	Incoming Correspondence 1.28	
	SHA Lab 1.5.1 - (7/83 - 1/84)	
	Subcontractors 1.6.2 & 1/6.3 5/83 - 7/83	
	Soils Reports - 2/81	
25 MTA-5-10-1	IDR Reports - (5/83 - 12/83)	
	Change Orders - (8/83 - 8/84)	
	Incoming Correspondence (10/82 - 8/84)	
	Progress Payments & Backup 1.25 6/83 - 2/84	✓

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
25 MTA-5-10-1	Certified Payrolls 1.28 6/83 - 3/84	Schedule No. 1001 All Items 1/1/96
26 MTA-5-10-1	Quantity Calculations - 11/83 Minutes of Mtgs -(6/83-11/83) Correspondence Files (5/83-3/84) Construction Daily Logs 1.21 6/83 - 12/83	
NW-09-01	Owings Mills Station Finish Claims Gen'l Correspondence File 1987 General Correspondence File 1987 - 1988 Change Notice Files Change Order Files (1986 - 1987)	
NW-09-02	McDonogh Road Service Building Change Order Files (4/86 - 6/86)	
MTA-90-21-11	Bush Street Bus Facility - Phase II Change Orders 11/87 - 5/88	
XO-40-03	Signing & Graphics Change Orders	
XO-40-10	Landscape Planting - Sudbrook Change Orders (1988)	
XO-40-11	Landscape Planting - Gwynnvale Change Orders (1/88 - 4/88)	
NW-08-06	Milford Mil South Parking Lot Change Orders (9/87 - 11/87)	
NW-08-08	Old Court Sta. Access & Service Road Modification Change Orders (7/87 - 10/87)	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>	
27	NW-08-02	Milford Mill Line & Site Grading Change Order No. 025	Schedule No. 1001 All Items 1/1/96
	NW-08-05	Milford Mill Station Finish General Corresp File - 1987 Change Orders/Notices (Hold File) Change Notices Change Orders Nos. 001-012 (1986-1988)	
	NW-08-07	Old Court Road Line, Sta. & Site General Corresp. File - 1987 Change Orders/Notices (Hold File) Change Notices (1984-1987) Change Orders (1984-1988)	
28	NW-08-01	General Correspondence Contractor's Administration Tabulation of Bids Incoming Correspondence Outgoing Correspondence 1.17.3 Settlement Plates 1.19 Right of Entries 1.21 SHA LAB Source of Supplies Baltimore Co. Dept of Inspections Daily Reports 1.25.1 C & P Consultants Tickets MD Department of Health Mental 1.26.1 Hygiene Corman's Fuel-Mileage Record Booklets 1.29.1 Subcontractor's - Outgoing 1.30 Naylor Clearing Co. 1.30.1 Ingram Excavat., Inc. 1.30.2 Paul Rach, Inc. 1.30.3 T. J. Hydroseeding 1.30.4 Pel Berner Electric Pile Drivers, Inc. 1.30.6 John Fiorini, Inc. 1.30.8 High Steel Structures New World Steel Erector's, Inc. 1.30.10 Kibler Excavation 1.30.11 Bridge & Paving Services 1.31 SHA - Drawings 1.32 Misc. C.O. Material 1.32.1 Change Notice C. N. 001 - 7, 9, 11-18, 20, 21, 24	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
	Unsuitable Mat'l Excavation from Deerfield Road Stream Channel Excavation Adjusted Asphalt Cement Price Misc. C.O. C.O. 00 - 10 June - Sept. 1984 Shop Drawing Approved May - June	Schedule No. 1001 All Items 1/1/96
1.33		
29	Shop Drawings Approved June - Sept. 1983 Shop Drawings Log "As-Built" Drawings Materials Source of Supply Approved Materials Source of Supply Submitted Materials Del. Slips Sm. #2 Crushed Stone	
1.34.10		
2.1.1	" " " " Granular fill	
2.1.3	Metal Pipe	
2.1.4	Borrow Excavation	
2.1.5	Concrete #2 Reinforcing Steel Calcium Chloride Envirofence Bricks Cement Concrete Pipe SRC #6/ASTM #57 Crushed Stone Masonry Sand Wire Baskets Steel Manhole & Assec SRC #2A/ASTM #4 Gabion 4-7 Med. Ridrap PVC Pipe & plastic Concrete Mix #3 Pile point 1-3 Gout Asphalt SRC ASTM #3 Truck Counts-City Dump Concrete Mix #1 3/8 Pea Gravel SRC #8/ASTM #67 Item 6-Bituminous Con. Sheer Stud Developers Borrow Excav. -Aug Material El. Slips Borrow Excavation Oct.	
2.1.7		
2.1.9		
2.1.9		
2.1.10		
2.1.11		
2.1.12		
2.1.13		
2.1.14		
2.1.15		
2.1.16		
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2.1.26		
2.1.27		
2.1.29		
2.1.30		
2.1.31		
2.1.32		
2.1.4.2		
2.1.4.4		

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
	2.31 Wkly. Progress meet. - #18	Schedule No. 1001
	2.3.1 Balto. Co. Div. of Test.	All Items 1/1/96
	2.4 SHA - Transmittal to Lab	
	2.4.1 SHA - Rein. Steel Test	
	2.5 Field Soil Test results	
	2.5.1 Field Soil Test results (Moisture & Compaction) Apr. - July	
	2.5.3 Field Soil Test results (Noise & Com) Aug. - Nov.	
30	2.6 Milestone & Accept.	
	2.6.1 High Steel Structure Weight List	
	2.7 E. L. Conwel & Co. rpts.	
	2.8 TRW - Nelson Div.	
	2.9 Mix Designs	
	2.10 Concrete & Cement results	
	2.10.1 Daily rpts. concrete Cement	
	2.12 Steel	
	2.14 Geo. Info.	
	2.12 Tunnel Liners	
	2.13 Welding Info. 2.13	
	2.15.1 Pile Driving Data Sheets - Pier	
	2.15.2 Pile Driving/Abut A	
	2.15.3 " " " B	
	2.15.4 " " Related Materials	
	2.15.5 Pile Driving Sketches & Drawings	
	2.16 Survey	
	2.17 Sketches & comp.	
	2.19 Sett. Plates	
	2.20 Cross Section	
	2.21 Safety Gen. Info.	
	2.24 Monthly Min. & Female/Utility rpts.	
	2.25 Insur. Gen.	
	2.26 Workman's Comp.	
	2.28 Insur. Certificates	
	2.3 Mat'l Test Reports	
	2.31 C.O. Weekly progress reports	
	2.30.12 Weekly Equipment Inventory	
	2.32 Sec. B Active Change Mtg. Minutes	
	2.34 Constr. Dept. Work Schedule	
	3.1 In-house calls	
	3.1.1 Other calls	
	3.2 Progress Payment Monthly Est. Wksht.	
	Pay Items - Final	
	3.4 Method of Payment Breakdown	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
	3.5 Equip. Labor price lists.	Schedule No. 1001
	3.6 Monthly wage rates	All Items 1/1/96
	3.7 Under/over run proj.	
	3.8 Pay Items-Borrow From Giants	
	3.9 Truck Load Payment	
	3.10 Progress rpts. to W.S.	
	3.11.1 Complaint-Warren Park	
	3.11.2 Complaint-Community Gen.	
	3.12 Maintenance of Traffic	
	3.13.1 Payroll -Naylor Clearing	
	3.13.1.1 Certified Payroll Corman	
	3.13.1.2 " " "	
	3.13.3 " " Pelbern Electric	
	3.13.2 " " Kibler Clearing	
	3.13.4 " " John Fiorini, Inc.	
	3.11 Complaint - New Life	
	3.13.5 Certified Payroll Pile Drivers, In.	
	3.13.6 " " New World Steel Electors	
	3.13.7 " " Ingram Excav. Inc.	
	3.13.8 " " Paul J. Rach, Inc.	
31	3.13.9 " " T. J. Hydroseeding	
	3.13.10 " " Guardrails, Inc.	
	3.13.11 " " High Steel Structures	
	3.14 Office Inventory	
	3.16 Office Machines & Supplies recpt.	
	3.15 Signature ver. sheet	
	3.17 Dead File for Everything	
	3.18 Keys	
	3.20.1 Larry D. Beck	
	Harry Jones	
	3.20.2 Charles J. Blanding (R.R.)	
	3.20.3 Wayne Bradds Surveyor	
	3.20.4 P. Bruno	
	3.20.5 W. Buendia	
	3.20.6 Robert L. Cooper	
	R.R. - Flag Man	
	3.20.7 Digant DHRU (Insp.)	
	3.20.8 L. M. Gaff.	
	3.20.9 R. M. Glaze	
	3.20.10 Roger Gordon Survey Party	
	3.20.11 L. Hoffer (Surveyor ++)	
	3.20.12 R. Hoffer (Surveyor)	
	3.20.13 Johnson Mike (Insp.)	
	3.20.14 B. Kennedy (Survey Member)	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
3.20.15	Joseph Lance (Surveyor)	Schedule No. 1001
3.20.17	K. J. Maragos	All Items 1/1/96
3.20.18	Johnnie F. McFadden Inspector	
3.20.19	Pat O'Keefe (Surveyor)	
3.20.20	Craig Rodgers (Surveyor)	
3.20.21	D. Sizemore	
3.20.22	Martin Sporney (Inspector V)	
3.20.23	R. Steele (Surveyor)	
3.20.24	Richard White (Surveyor)	
3.20.25	S. Smith (Surveyor)	
3.20.26	Thomas Cagle	
3.21	Construction Task Force	
3.22	Progress Photos	
3.24	Substantial Completion	
2.30.14	Inspector's Daily Report Number	
2.30.15	Working Day Delays Weather Delays	
3.33	Office Personnel (Secretary)	
3.13.1.4	Cert. Payrolls - Corman Constr.	
3.25	Close-out	
3.26	Consultant Labor Forecast	
2.5.2	Field Testing Rpts.	
2.1.22.1	Mat'l Del. Slips Crushed Run #6	
2.1.22.2	" " " "	
3.2.1--11	Progress Payment's 1-12	
2.33.1	Sec. B Active Change Order rpts.	
3.2.12	Progress Payment Nos. 13-19	
32	3.20.16	Sheldon Love (Insp.) Claims File Howard B. Goddin (Insp. V)
	2.30.13	Monthly Summary of Const. Time Charges
	2.33.2	Meetings With Consultant Genstar Payrolls C.N. 023 Guardrail Posts. Pikesville Tire Road
	2.7.1	E. L. Conwell & Co. Rpts. - Steel
	3.13.12	Bridge & Paving Services
	2.10.2	Bit. Conc. Plant Report
	2.32.1	Sect. B Meet. Mins. April 83 to Sept. 83 Daily Log - April -84' - July 84' Daily Log - July - 84' - Oct. 84'
	2.31.1	Wkly. Progress meet. #19
	2.30.25	Construction Daily Jan. - Dec. 1984 Extra copies of Material test Report
	3.22.1	Office Photos

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
1.32.5	C.N. 004 Del. Items 10 & 14 C.N. 008 Revised 84' Storm Drain System Contractor Monthly Status Rpts. Progress Schedules Work Authorization	Schedule No. 1001 All Items 1/1/96
1.24.1	B G & E Drawings	↓
1.27	Western MD R.R.	
1.25	C & P Consultant	
1.11	Incoming From RK & K	
1.24	BG & E	
1.10	Incoming from Memos General from Consultants Outgoing to the Construction Mngmt. C.N. 010 C & P Design Changes NW-08-01 Time sheets	
33	XO-40-03 File 40.1 - 40.5.3 (9/86 - 7/88)	
34	XO-40-03 File 40.5.4 - 40.28.9 (9/86 - 7/88) (Excluding 40.20 & 40.21)	
35	XO-40-03 File 40.29 - 40.43	
	MTA-23-91-24 Entire File	
	XO-40-10 Entire File	
	XO-40-11 Entire File	
	XO-40-12 Entire File	
	NW-08-08 Entire File	
36	XO-40-03 Bid Items 1-49 (9/86 - 7/88) 40.20 - Insp. Daily Rpt (9/86-7/88) Originals 40.21 - Construction Logs (9/86-7/88)	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
37	XO-40-03 Shop Drawings Incoming (9/86-7/88) and Outgoing DMJM	Schedule No. 1001 All Items 1/1/96
38	XO-40-03 I-CI 00 through 068 (9/86-7/88)	
39	XO-40-03 I-CI 069 through 090 (9/86-7/88)	
40	NW-01-06 Char. Ctr. Sta. Photo #374 - 514 " " " " 150 - 276 " " " " 277 - 373 5-9-79 thru 6-15-82	
	NW-01-06 Charles Ctr. Sta. Photo # 515 thru 587 81'- 83' Misc.	
	NW-07-07 Western Maryland Railway Leahigh Yard Reloc. 21 thru 64 7-6-79 thru 2-8-80	
	XO-08-03 Escalator Charles Ctr. Sta. 83 to 86	
	NW-07-10 Northwest Yard 116-163	
	NW-07-12 Northwest Shop Incl. Equip. Instal. 1-107	
	NW-07-06 West Coldspring Sta. Site 5-46	
	NW-07-09 Rogers Ave. Station Site 5-36	
	NW-07-27 Rogers Ave. Station 1-20, 41-44, 55-59, 70-116	
	NW-07-27 Reisterstown Plaza Station 1-104, 110-114	
	NW-05-04 North Ave. Sta. Finish 1 thru 60 7-6-81 - 12-14-81	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
NW-05-04	North Ave. Sta. Finish 61 thru 170 1-6-82 thru 12-8-82	Schedule No. 1001 All Items 1/1/96
NW-05-03	North Ave. Sta. Finish 150 thru 299 5-79 thru 4-80	
NW-05-03	North Ave. Sta. Finish 300 thru 382 5-80 thru 12-80	
NW-05-03	North Ave. Sta. Finish 383 thru 482 1-81 thru 10-81	
NW-07-28	Reisterstown Plaza Sta. Site 1-90	
NW-03-03	Bolton Hill Sta. Structure 159-190, 202-261, 272-297, 303-312	
NW-02-05	Lexington Market Sta. 3-136 June, 1978 - July, 1979	
NW-02-06	Lexington Market Sta. 147-176 August, 1979 - November 1979	
NW-02-06	Lexington Market Sta. 177-278 March, 1980	
NW-02-06	Lexington Market Sta. 279-327 October, 1980 - January, 1981	
NW-02-06	Lexington Market Sta. 339-386 April - August, 1981	
NW-02-07	Lexington Market Sta. Finish 1 - 170 July, 1981 -- December, 1982	
NW-03-02	Bolton Hill Tunnels 141 & 142 March, 1978 - March, 1979	
NW-03-02	Bolton Hill Tunnels 235-259, 277-331 January - March, 1979 June - October, 1979	
NW-03-04	Bolton Hill Sta. Finish 1-110 February, 1989 - January, 1981	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
NW-06-08	Mondawmin Line Portal 1-115, 126-164, 276-315, 165-225 April, 1978 - July, 1980	Schedule No. 1001 All Items 1/1/96
NW-06-07	Mondawmin Line North 102-271 May, 1978 - September, 1979	
NW-06-07	Mondawmin Line North 272-490 October, 1979 -- February, 1982	
NW-06-06	Mondawmin Mall Sta. Finish 1-111 March, 1982 -- March, 1983	
NW-06-05	Mondawmin Sta. Structure 1-130 November, 1978 -- December, 1979	
NW-06-05	Mondawmin Sta. Structure 131-239 January - December, 1980	
NW-06-05	Mondawmin Sta. Structure 241-360 January - December, 1981	
NW-06-05	Mondawmin Sta. Structure 361-430 January - July, 1982	
NW-06-04	Mondawmin Line South 275-424 October, 1979 - February, 1981	
NW-06-04	Mondawmin Line South 1-108 May, 1977 - April, 1978	
NW-06-04	Mondawmin Line South 425-485 March, 1981 - February, 1982	
NW-06-04	Mondawmin Line South 491-494 February, 1982	
45	NW-01-06 Charles Ctr. Sta. Line (A) C.O's 029 - 1979, 038 - 1979 042 - 1979, 051 - 1980 060 - 1979 070 - 1979	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
46	NW-01-06 C.O 092 - 1981 - Preliminary Construction Cost Diff. - Slurry Wall Jacobs Assoc. 1979 - Construction Delay Analysis - Time Lost Jacobs Assoc. 1979 - Construction Cost Differences - Slurry Wall Jacobs Assoc. 1979	Schedule No. 100 All Items 1/1/96
	NW-06-02-D Mondawmin Station Sections, Geotechnical Data volumns I, II, III, 1977 Mondawmin Station Design Summary 0 1977	
	NW-06-02 Vehicle Procurement The Budd Company Appeal - 1981	
47	XO-04-05 Special Trackwork C.O's 002 - 1983, 001 - 1982 010 - 1982, 032 - 1983 036 - 1983	
	XO-04-08 Track Fastening C.O - 001 - 1983	
47	NW-06-04 Mondawmin Line - South C.O's 020 - 1981, 025 - 1983 031 - 1983, 032 - 1983	
	NW-03-04 Bolton Hill Station Finish C.O's 003 - 1981, 007-1982 018 - 1983, 032-1982	
	NW-06-06 Mondawmin Station Finish C.O's 011 - 1983, 041-1984	
	NW-06-08 Mondawmin Portal C.O's 013 - 1982, 015, Appeals 1983	
	XO-17-02 Supervisory Control System C.O's 023 - 1983, 031 - 1983	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
NW-07-28	Reisterstown Plaza C.O. 010 - 1982	Schedule No. 1001 All Items 1/1/96
NW-07-27	Rogers Ave. Reisterstown Plaza C.O. 011 - 1981, Hensel Phelps - Delays to Canopy Glazing - 1981	
NW-07-12	Northwest Shop, Incl. Equipment Installation C.O's 020 - 1980, 039-1980, 050 - 1980	
48 NW-07-10	Northwest Yard - Subgrade Line C.O's 008 - 1981, 011-1980, 016-1981	
NW-07-09	Rogers Ave. Station C.O -028-1983	
NW-07-07	Western MD. RR Lehigh Yard Hensel Phelps Proof of Costs - 1981	
XO-07-02	Fare Collection Fare Collection Delay Claim - 1981	
NW-02-07	Lexington Market Sta. Finish General Log: Correspondence Book - 1983	
NW-05-03	Penn-North Station C.O's 005-1980, 003-1980, 034-1980, 040 to 044-1980, 046-1980, 048-049,1980 Appeal of Expressway Contractors - 1981	
XO-08-04	Elevators C.O's 017-1984, 020-1984 Original As-Builts Claim Analysis Documentation Contractors Response to Admin. As-Builts	
49 XO-04-09	Trackwork Installation C.O's 002-1980, 016-1981, 017-1982, 018-1982, 029-1983	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>
	Analysis Charts As-Built Field Claims Back-up of negotiations Access Delays - Yard 1983 Claim for Equipment Adjustment -1983	Schedule No. 1001 All Items 1/1/96
50	NW-02-06 Lexington Mkt. Station C.O's 001-1978, 005-1979, 009-1981, 014-1980, 015-1980, 019-1980, 022-1980, 027-1980, 034-1980, 043-1981, 051-1981	
	NW-05-06 Black White Photos Contractors Claim - Punch Lists Changes: Clarification of Contract Documents - 1981	
51	NW-02-05 Lexington Mkt. Line Appeal of Traylor: Assoc. (Deposition) 1981 C.O's 008-1979, 012-1980, 013-1980 009-1980, 025,028,014,031,033,035, 044,046-1980	
	XO-03-03 Traction Power Equipment: Installation Claim for Additional Cable Tray Change Order 001,023-1979, 031-1980 Claim Cleaning Rail Clamps - 1981 Reverse Polarity - High Potential Cable Test	
52	XO-03-02 Traction power Equipment Procurement C.O's 005-1979, 006-1978, 010-1979 027-1980, 030-1980, 031-1981, 035-1983 Appeal of Fruin - colnon: Horn Const. Co. 1979, Inspectors IDR's - 1978, 1979 Appeal of Traylor: Assoc.	
53	NW-06-05 Mondawmin Station Excavation Claims by Granite Const. Co. 1989 C.O's 003, 011, 024, 039, 045 Contract Spec. Book Claim - Pull Test of Rockbolts -1980 Contractors proof of Costs - Jacobs Assoc. 1980	

<u>BOX NO.</u>	<u>DESCRIPTION</u>	<u>DISPOSAL AUTH.</u>	
54	NW-06-05	Deposition of G. Rayla -1984	Schedule No. 1001 All Items 1/1/96
	NW-06-07	Mondawmin Line - North Jacobs Claim Analysis, Parts 1, 2, and 3 Jacobs Analysis of Request for Add. Compen. C.O's 004,008,016-1981 -- 006-1980, 030-1983	
	NW-05-04	PENN-North Sta. Finish Claims Information - 1983 Vol. I - Part 1,2 - 1983 Vol. II Parts 1,2 - 1983	
55	NW-05-04	Vol.III - Parts 1,2 - 1983 Change Order #004, 005 - 1983 Claim Analysis Documents - 1983 Unistrut Support	
	NW-04-04	Upton Station Finish C.O's 009-1980 025--027,1982, 045-1982, 051,058-1983, 059-1984	
56	NW-04-04	Change Order 012-1979 Appeal of Proof of Costs, Vol.I,II,III, 1981 Gas Line Work Claim, Part 1, 2, 1980 Laurens Water Samples - 1979 Appeals of Granite Cons. Co. 1981 Rock Tunnel Overbreak - 1979	
57	XO-02-02	Train Control Communication Claim Computer Science Corp. Claim U.S.S - 1980 Claim for Extra Work, Performance - 1980	
58	XO-02-02	Claims Analysis Documentation - 1981	
59	NW-02-05	Lexington MKt. Line Construction Shaft Delays	
	NW-07-05	Cold Spring Lane Station Line Change Notice # 099 - 1980	
	NW-07-08	Rogers-Reisterstown Line Appeal of Hensel Phelps - 1981	

R-42

S-1-2

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RECORDS MANAGEMENT
DIVISION

*Missing Box 5

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 274, JESSUP, MD. 20794 (TELEPHONE - 788-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.08.01.05	26.01.06	3. ACCESSION NO. 87W309	4. DATE REC'D 10-10-86
5. AGENCY Mass Transit Administration Construction/Claims Litigation		6. LOCATION - RANGE 119	7. SECTIONS 15-17
8. DIVISION/UNIT Construction/Claims Litigation		9. NO. OF CL. PT. 70-68	
10. MAILING ADDRESS 300 W. Lexington Street Baltimore, Maryland 21201-3415		11. RECORDS CENTER MANAGER	
12. AGENCY OFFICIAL <i>F. M. Haign</i>		13. PHONE NO. 659 3443	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
1. BOX NUMBERS	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1 2 3 4 5 6 7 8 9	INCLUSIVE DATES: 1977 - 1983 <u>Cold Spring Station & Line - NW-07-05</u> File Guide: Box 1 files 2.1 general data to 2.2.1 Incoming from contractor - Jan. -. Feb. 1980 and filing log File Guide: Dec. 1979 2.2.1 incoming from contractor to 2.2.3 incoming from DMJM/KE - 1978 File Guide: 2.2.4 incoming from MTA 1980 to 2.3.1 outgoing to contractor - Jan. - Aug. 1978 File Guide: 2.3.2 Outgoing to RMP 1981, to 2.7.2 minor clarification/req. for inf. - Sept. - Dec. 1978 File Guide: Request for information clarification 1979 2.8.2 to information for time extensions Change Notices COs 2, 3, 9, 57, 113 File Guide: Change Notice 007 to 2.9 Change Order #2 File Guide: 2.9 Change Orders 3 to 18 File Guide: 2.9 Change Orders 19 to 2.9 CN #31 File Guide: Girders & Miscellaneous file	1/1/91-1/93 Sch. # 873 A 1300 Item 2-A *Partial-1/91 Box-69-70 Dispose! 2/12/97 <i>pl</i>	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

BOX
NUMBER

DESCRIPTION OF RECORDS

DISPOSAL
DATE

58	File Guide: Rogers/Reisterstown NW-07-05 Certified Payroll	
59	File Guide: NW-07-05 Certified Payroll	
60	File Guide: NW-07-08 Certified Payroll	
61	File Guide: NW-07-05 & NW-07-08 Delivery Tickets Concrete, Etc.	
62	File Guide: NW-07-05 & NW-07-08 CPM Schedules	
63	File Guide: NW-07-05 & NW-07-08 CPM Schedule, Photos	
64	File Guide: NW-07-05 IDR's 5/78-2/80	
65	File Guide: NW-07-05 IDR's 3/80-11/80	
66	File Guide: NW-07-05 & NW-07-08 IDR's NW-07-05 12/80-6/81 IDR's NW-07-08 5/78-12/79	
67	File Guide: NW-07-08 IDR's 1/80-4/81	
68	File Guide: NW-07-05 & NW-07-08 Contract Plans & Specs, AS-Built Dwgs Photos	
69	File Guide: Lexington Market AMPAT CLAIMS	
70	File Guide: Lexington Market AMPAT CLAIMS	

87 W309

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S-15-17

Baker 1-70

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 786-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.08.01.05		ACCESSION NO. 26.01.06 87W307	DATE REC'D 10-10-86
2. AGENCY Mass Transit Administration Construction/Claims Litigation		LOCATION - RANGE 104	SECTIONS 4-5
3. DIVISION / UNIT Construction Department		NO. OF CU. FT. 35	
4. MAILING ADDRESS 300 W. Lexington Street Baltimore, Maryland 21201-3415		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL Carolyn Whitaker for Claims Dept.		PHONE NO.	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	MSECA 1101 Hearing Exhibit Index Contracts NW-07-05 & NW-07-08 Complaint by Hensel Phelps Answer to Complaint Appellants Post-Hearing Brief, Respondent's Post-Hearing Brief	1/1/91 - 1/93 Sch. #813A 1300 Item - 2A
2	Stipulation of Fact, Hearing Transcripts 5/28 to 7/15/85	Disposal 2/3/97 PC
3	Hearing Transcripts 7/16 to 9/9/85	
4	Hearing Transcripts 9/10 to 10/14/85	
5	Hearing Transcripts 10/28 to 12/19/85	
6	Exhibits R-1 to R-91	
7	Exhibits R-92 to R-145	
8	Exhibits R-146 to R-159	
9	Exhibits A-1 to A-93	
10	Exhibits A-94 to A-95	
11	Exhibits A-96 to A-157	
12	Exhibits RSO-1 to RSO-17 Exhibits RSL-1 to RSL-67 Exhibits ASL-1 to ASL-54	
13	Rule 4, MSBCA 1005, 1044, 1054, 1074, 1075, 1104 Rule 4, MSBCA 1101	

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Box Nos.	Description of Records w/inclusive Dates	Disposal Date
13	Rule 4, Supplement 1, Cross Reference Rule 4, Supplement 1, Introduction to Count 14	1/1/91
14	Rule 4, Supplement 1, Count 15 to 60	
15	Rule 4, Supplement 1, Count 61 to 107	
16	Rule 4, Supplement 1, Count 108 to 142 Rule 4, Supplement 1, Consolidated Claims Rule 4, Miscellaneous No. 1 to 143	
17	Rule 4, Supplement No. 2, S/L No. 1 to 277 Rule 4, Supplement No. 3, Change Orders NW-07-05 and 07-08	
18	Rule 4, Supplement No. 4, IDR's NW-07-05 5/78-6/80	
19	Rule 4, Supplement No. 4, IDR's NW-07-05 7/80-6/81 and NW-07-08 5/78-5/79	
20	Rule 4, Supplement No. 4, IDR's NW-07-08 6/79-4/81	
21	Rule 4, Supplement No. 6, Progress Photos	
22	Rule 4, Supplement No. 7, Project Schedules	
23	Rule 4, Supplement No. 5, HP Project Logs NW-07-05 and 07-08 Rule 4, Supplement No. 8A, Minutes of Meetings Rule 4, Supplement No. 8B, Progress Reports Rule 4, Supplement No. 9, Diaries and Phone Logs	
24	Appellant's Proof of Cost Respondent's Response to P.O.C. and Cross Statement	
25	Depositions - Ambrose to Carmichael	
26	Depositions - Carter to Geller	
27	Depositions - Gribbon to Lloyd	
28	Depositions - Lloyd to Norris	
29	Depositions - Norris to Peterson	
30	Depositions - Peterson to Wagner	
31	Depositions - Webber to Wirth	
32	Hearing Transcripts - 2nd Day	

<u>Box Nos.</u>	<u>Description of Records w/inclusive Dates</u>	<u>Disposal Date</u>
33	Hearing Transcripts - 2nd Day	1/1/91
34	Hearing Transcripts - 2nd Day	
35	Hearing Transcripts - 2nd Day	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 26.01.06		ACCESSION NO. 89WR440	DATE REC'D 11-4-88
2. AGENCY Mass Transit Administration Transit Development Division		LOCATION - RANGE 26	SECTION 6
3. DIVISION / UNIT Document Control (Construction) (Wabash-Naurot)		NO. OF DU. FT. 24	
4. MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL John W. von Briesen, Deputy Gen. Mgr. Transit Development Division		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
1	NW-08-05 Files 5.1 through 5.2.7 1/85 through 9/87	Schedule No. 1001 All Items \ 01-01-95	
2	NW-08-05 Files 5.2.8.1 through 5.6.015 1/85 through 7/87	"	
3	NW-08-05 Bid Item Ledger Books 1/85 through 7/87	"	
4	NW-08-05 Progress Payments; Change Notices/Change Orders 1/85 through 11/87	"	
5	NW-08-05 File 5.11 through 5.26.4 1/85 through 11/87	"	
6	NW-08-05 Certified Payrolls - File 5.28 through 5.28.15 1/85 thru 9/87	"	
7	NW-08-05 Certified Payrolls - File 5.28.16 through 5.28.24 1/85 thru 9/87	"	
8	NW-08-05 Files 5.30 through 5.33.2 1/85 through 9/87	"	
9	NW-08-05 Progress Photos 2/85 through 12/86	"	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

<u>BOX NOS.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
10	NW-08-05 Daily Inspectors' Reports 1/85 through 2/87	Schedule No. 1001 All Items 01-01-95
11	NW-08-05 Inspectors' Reports; Construction Logs - 2/87 through 9/87	"
12	NW-08-05 CPM Schedule 1/85 through 7/87	"
13	NW-08-05 Black Top - Concrete - Seed - CR-6 - Tickets 1/85 through 7/87	"
14	NW-08-05 Material Test Reports 1/85 through 9/87	"
15	NW-08-05 Material Test Reports 1/85 through 7/87	"
16	NW-08-05 Concrete Forms; Shop Drawings 1/85 through 7/87	"
17	NW-08-05 Mechanical - Metal - Panel Shop Drawings 1/85 through 7/87	"
18	NW-08-05 Rebar Shop Drawings 1/85 through 7/87	"
19	NW-08-05 Catalogue Cuts - Shop Drawings 1/85 through 7/87	"
20	NW-08-05 Catalogue Cuts - Shop Drawings 1/85 through 7/87	"
21	NW-08-05 Half Size Contract Drawings 1/85 through 7/87	"
22	NW-08-05 Contract Specifications 1/85 through 7/87	"
23	NW-08-05 Contract Drawings 1/85 through 7/87	"
24	NW-08-05 Contract Drawings 1/85 through 7/87	"

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.06	ACCESSION NO. 89W439	DATE REC'D 11-4-88
b) AGENCY MASS TRANSIT ADMINISTRATION TRANSIT DEVELOPMENT DIVISION	LOCATION - RANGE 32	SECTION(S) 26
c) DIVISION/UNIT DOCUMENT CONTROL (Wabash-Naurot)	NO. OF CU. FT. 4	
d) MAILING ADDRESS 300 West Lexington Street Baltimore, Md. 21201-3415	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL John W. von Briesen, Deputy Gen. Mgr.-Transit Dev. Div.	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	NW-08-06 Progress Payments 1/85 thru 7/87	Schedule No. 1001 All items 01-01-95
2	NW-08-06 File 6.1 thru 6.4 1/85 thru 7/87	"
3	NW-08-06 Daily Reports 1/85 thru 7/87	"
4	NW-08-06 Survey 1/85 thru 7/87	"

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11/19/97

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 706-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 26.01.06	ACCESSION NO. 88W407	DATE REC'D 12-3-87
b) AGENCY Mass Transit Administration Transit Development Division		
c) DIVISION/UNIT Document Control	LOCATION RANGE 32	SECTIONS 6-7
d) MAILING ADDRESS 300 West Lexington Street Baltimore, Maryland 21201-3415	NO. OF CU. FT. 42 RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL John W. von Briesen, Deputy General Manager - Transit Dev. Division	PHONE NO.	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	NW-08-07 Contract Records 6-84 through 8-87	Schedule No. 1001 All Items 1-3 01-01-95
2	NW-08-07 "	"
3	NW-08-07 "	"
4	NW-08-07 "	"
5	NW-08-07 "	"
6	NW-08-07 "	"
7	NW-08-07 "	"
8	NW-08-07 6-84-8-87 Change Orders and Contract Records	"
9	NW-08-07 6-84 through 8-87 Change Notices	"
10	NW-08-07 "	"
11	NW-08-07 "	"
12	NW-08-07 6-84 through 8-87 Incoming/Outgoing Transmittals with SHA	"

Disposal
 11/19/97
[Signature]

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<u>BOX NOS.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
13	NW-08-07 6-84 through 12-85 Outgoing Transmittals-Contractor	Schedule No. 1001 All Items 01-01-95
14	NW-08-07 1-86 through 8-87 Outgoing Transmittals-Contractor	"
15	NW-08-07 12-85 through 8-87 Incoming Transmittals from Contractor	"
16	NW-08-07 8-85 through 11-85 Incoming Transmittals from Contractor	"
17	NW-08-07 3-85 through 7-85 Incoming Transmittals from Contractor	"
18	NW-08-07 6-84 through 2-85 Incoming Transmittals from Contractor	"
19	NW-08-07 6-84 through 8-87 Outgoing Transmittals to DMJM and RKK	"
20	NW-08-07 6-84 through 8-87 Incoming Transmittals fm DMJM and RKK	"
21	NW-08-07 6-84 through 8-87 Incoming Transmittal Routing/Outgoing Transmittal Routing (MTA)	"
22	NW-08-07 6-84 through 8-87 Certified Payrolls - Prime Contractor	"
23	NW-08-07 6-84 through 8-87 Certified Payrolls - Subcontractor	"
24	NW-08-07 6-84 through 11-85 Progress Payments	"
25	NW-08-07 12-85 through 9-87 Progress Payments	"
26	NW-08-07 6-84 through 6-85 Construction Daily Logs and Inspector Daily Reports.	"
27	NW-08-07 7-85 through 3-86 Construction Daily Logs and Inspector Daily Reports	"

<u>BOX NOS.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
28	NW-08-07 4-86 through 8-87 Construction Daily Logs and Inspector Daily Reports	Schedule No. 1001 All Items 01-01-95
29	NW-08-07 6-84 through 8-87 Bid Items 001 through 020	"
30	NW-08-07 6-84 through 8-87 Bid Items 021 through 080	"
31	NW-08-07 6-84 through 8-87 Bid Items 081 through 115	"
32	NW-08-07 6-84 through 8-87 Bid Items 116 through 138	"
33	NW-08-07 6-84 through 8-87 Bid Items 139 through 170	"
34	NW-08-07 6-84 through 8-87 Bid Items 171 through 174; Bid Items - Utilities (Misc.); Sub- ballast/SHA Insp./Seeding Tickets; Outgoing Transmittal Routing	"
35	NW-08-07 6-84 through 8-87 Item Ledgers	"
36	NW-08-07 6-84 through 8-87 Item Ledgers	"
37	NW-08-07 6-84 through 8-87 Drawings	"
38	NW-08-07 6-84-8-87 Drawings	"
39	NW-08-07 6-84 through 8-87 Drawings	"
40	NW-08-07 6-84 through 8-87 Drawings	"

<u>BOX NOS.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>DISPOSAL AUTHORITY</u>
41	NW-08-07 6-84 through 8-87	Schedule No. 1001 All Items 01-01-95
42	NW-08-07 10-87 through 11-87 Miscellaneous Contract Records	"

MASS TRANSIT ADMIN. 26.01.06.01
 Reporting Agency
 ACCTG-FIXED ASSETS-BALTIMORE
 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 (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W958	REPORTS	992	1 E 2	1992	8	7/10/97	RECYCLE

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

_____ Records Center Manager June 30, 1998 Signature
 Title Date

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO. 95W958	DATE REC'D 2-2-95
B. DIVISION/UNIT Accounting - Fixed Assets			RM CODE 26.01.06.01
C. MAILING ADDRESS 1515 Washington Boulevard		LOCATION RANGE SECTION(S) 15 25	NO. OF CU. FT. 8
D. PHONE NO. 333-6457		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Tom Schoenborn		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	- FY '92, Report #76A, Co. 3, Transfer, Seq. FY '92, Report #76D, Co. 3, Transfer, Class Code/Seq. FY '91, Report #45A, Co. 1, Trans Corr Asset, Seq. FY '91, Report #45B, Co. 1, Trans Corr Asset, Seq. FY '91, Report #74C, Co. 1, Trans Corr Grant, Seq.	Schedule #992 Item #1 E 2 Disposal 6/30/97
2	- FY '92 Report 50, Col. 3, Seq, Asset, Grant & Class FY '92 - 3rd Quarter	<i>Disposal</i> 7/10/97 <i>[Signature]</i>
3	- FY '92 - Report 74A, 74B, 74C Co. 1 & 3 Seq., Asset & Grant	
4	- FY '92 - Report 40C & 40D, Co 1, Grant Acct & Class Code FY '92 - Report 40, Co 3, Seq., Asset Acct, Grant & Class Code	

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Accounting - Fixed Assets			RM CODE
C. MAILING ADDRESS 1515 Washington Boulevard		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 333-6457		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Tom Schoenborn		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
5	- FY '92 - Report 50, Co. 1, Depr., Grant, Class FY '92 - Report 1st & 2nd Quarter FY '92 - Report 3rd & 4th Quarter	Schedule #992 Item #1 E 2 Disposal 6/30/97	
6	- FY '92 - Report 50, Co. 1, Depr, Seq, Asset Acct.; FY '92 - Purge; Contracts		
7	- FY '92 - Report 45, Co. 1, Inventory, Seq. & Asset Acct; Report 40, Co. 1, Locator, Seq. Asset Acct.		
8	- FY '92 - Report 45, Co. 1, Inventory, Grant & Class Code, Report 45,, Co. 3, Inventory List Seq., Asset Acct, Grant & Class Code		

MASS TRANSIT ADMIN. 26.01.06.02	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
PURCHASING DEPT. - BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
94W404	REQUEST QUOTATIONS	1061	B	JULY 1997	6	7/10/97	RECYCLE
93W571	RECEIVING COPIES	1061	C	JULY 1997	3	7/9/97	
93W572	PURCHASE ORDERS	1061	C	JULY 1997	10	7/9/97	

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

FD-503 (REV. 12-13-88) (SEE INSTRUCTIONS)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Mass Transit Administration	ACCESSION NO. <div style="font-size: 2em; font-weight: bold; text-align: center;">94W404</div>	DATE REC'D <div style="font-size: 2em; font-weight: bold; text-align: center;">10-4-93</div>
B. DIVISION/UNIT Purchasing Department	RM CODE <div style="font-size: 1.5em; font-weight: bold; text-align: center;">26.01.06.02</div>	
C. MAILING ADDRESS 300 W. Lexington St. Baltimore, MD 21201	LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-weight: bold; text-align: center;">18 21</div>	NO. OF CU. FT. <div style="font-size: 2em; font-weight: bold; text-align: center;">6</div>
D. PHONE NO. 410-333-1921	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John Geci Senior Purchasing Agent	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	REQUEST FOR QUOTATIONS	
1 of 6	05249 - 06299	Schedule 1061 Item B July, 1997 <i>Disposal</i> <i>7/10/97</i> <i>JG</i>
2 of 6	9158 - 12088	
3 of 6	10038 - 11118	
4 of 6	02019 - 03319	
5 of 6	01039 - 05119	
6 of 6	08109 - 10139	

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.08.01		26.01.06.02		ACCESSION NO. 93W571	DATE REC'D 10-22-92
b) AGENCY Mass Transit Administration				LOCATION - RANGE 11	SECTION(S) 7
c) DIVISION/UNIT Purchasing Department				NO. OF CU. FT. 3	
d) MAILING ADDRESS 300 W. Lexington Street Baltimore, MD 21201				RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL David R. Taylor, C.P.M. Manager of Purchasing		PHONE NO. 333-1920		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1 of 3	Receiving Copies/Acknowledgment Copies M60000 - M65999			SCHEDULE 1061 ITEM C	
2 of 3	M66000 - M70399			1997 - July	
3 of 3	M-73000 - 72099			Disposal 7/9/97 jps	

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.08.01 <i>26.01.06.02</i>	ACCESSION NO. <i>93W572</i>	DATE REC'D <i>10-22-92</i>
b) AGENCY Mass Transit Administration	LOCATION - RANGE <i>11</i>	SECTION(S) <i>7</i>
c) DIVISION/UNIT Purchasing Department	NO. OF CU. FT. <i>10</i>	
d) MAILING ADDRESS 300 W. Lexington Street Baltimore, Maryland 21201	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL David R. Taylor, C.P.M. Manager of Purchasing	PHONE NO. 333-1920	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	PURCHASE ORDERS	SCHEDULE 1061
1	A - BA	Item C
2	BE - CA	<i>1997 - July</i>
3	CE - E	
4	F - W. W. Grainger	<i>Disposal:</i>
5	Gray - J	<i>7/9/97</i>
6	K - Maryland, L	<i>[Signature]</i>
7	Maryland, M - O	
8	P - SE	
9	SH - TR	
10	U - Z	

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MTA 26.01.14	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE DIVISION- DUNDALK		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	ITEM No.				
91W584	AUTHOR. FOR EXPEND.	1592	16	1/1/85-12/31/85	1	5/5/98	RECYCLE
96W723	PAYROLL RECORDS	1592	14	1/90-12/90	4	5/20/98	
94W1220	CASH & TRT REPORT	1592	07	1/90-12/90	1	5/6/98	
94W1221	BANK STATEMENTS	1592	06	1/89-12/89	1	5/6/98	
94W1222	EQUIPMENT INVENTORY	1592	15	7/1/90-6/30/91	1	5/6/98	
94W1223	DEPOSIT LISTINGS	1592	08	1/90-12/90	1	5/6/98	
94W1224	PAYROLL RECORDS	1592	14	1/89-12/89	5	5/6/98	
95W631	OPERATING FUND CHCKS	1592	01	10/91-12/91	7	5/5/98	
95W632	OPERATING FUND CHCKS	1592	01	1992	2	5/19/98	
95W633	OPERATING FUND CHCKS	1592	01	1/91-6/91	2	5/6/98	
97W415	INVESTMENT STATEMENT	1592	10	1/92-12/92	2	5/5/98	
97W416	MISCELLANEOUS BILL	1592	12	1/94-12/94	1	5/5/98	

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

_____ June 30, 1998 _____
Title Date Signature

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Transportation Authority		ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">91W584</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">12-3-90</div>
B. DIVISION/UNIT Finance Division		FORM CODE <div style="font-size: 1.5em; font-family: cursive;">26.01.14</div>	
C. MAILING ADDRESS P.O. Box 9088 Dundalk, MD 21222		LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">19 1</div>	NO. OF CU. FT. <div style="font-size: 1.5em; font-family: cursive;">1</div>
D. PHONE NO. 563-7116		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Fredric J. Barron		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
228	Authorizations for Expenditures 1/1/85-12/31/85	747-11 , Item 17 , 1/98 <div style="font-size: 1.2em; font-family: cursive;">1592 16</div>	

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Maryland Transportation Authority		ACCESSION NO. 96W723	DATE REC'D 12-8-95
B. DIVISION/UNIT Finance			RM CODE 26.01.14
C. MAILING ADDRESS 300 Authority Drive Balto, Md 21222		LOCATION RANGE SECTION(S) 43 26	NO. OF CU. FT. 4
D. PHONE NO. 410/288-8454		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL MICHELE Sussaleny		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
✓ 486	(90) Jan - Dec (Rpt 127) Payroll Records	#1592 Item #14
✓ 487	" July - Dec (Rpts 130, 128)	Jan 1998
✓ 488	" Jan - Dec (Rpt 101)	
✓ 489	" Jan - Dec (Rpt 138, 140, 141)	

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disposal
5-20-98
[Signature]

E X

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1220</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Nat Transportation Authority</u>		LOCATION - RANGE <u>38</u>	SECTION(S) <u>4</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 9028 Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michele Bellis</u>		PHONE NO. <u>410288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#347	Cash & TKT Report 1/0 - 12/0	#1592 Item #07 JUL 1998

Disposal
5-6-98
AK

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1221</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md TRANSPORTATION Authority</u>		LOCATION - RANGE <u>38</u>	SECTION(S) <u>4</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 9088</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Nichole Bellis</u>		PHONE NO. <u>410/288-8154</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>341</u>	<u>Bank Statements</u> <u>1/89 - 12/89</u>	<u>#1592 Item #06</u> <u>Apr 1998</u>

Disposal
5-6-98
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RECORDS TRANSMITTAL AND RECEIPT

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>26.01.14</u>		ACCESSION NO. <u>94W1222</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md Transportation Authority</u>		LOCATION - RANGE <u>38</u>	SECTION(S) <u>4</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>PO Box 9088</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michale Bellus</u>		PHONE NO. <u>410/288-8154</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>#385</u>	<u>Equipment Inventory 1/1/90 - 6/30/91</u>	<u>#1592 Item #15</u> <u>Jan 1998</u>

disposal
5-6-98
JW

AE

X

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>26.01.14</u>		ACCESSION NO. <u>94W1223</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md Transportation Authority</u>		LOCATION - RANGE <u>38</u> SECTION(S) <u>4</u>	NO. OF CU. FT. <u>1</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 9088</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michele Bellus</u>		PHONE NO. <u>410288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>#365 x</u>	<u>Deposit Listings and Slip 1/90-12/90</u>	<u>#1592 Item # 08</u> <u>Open 1998</u>

disposal
5-6-98
JW

EA

RECORDS TRANSMITTAL AND RECEIPT

X

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1224</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md Transportation Authority</u>		LOCATION - RANGE <u>27</u>	SECTION(S) <u>16</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 9088 Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michelle Bellus</u>		PHONE NO. <u>410/288-8191</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#372	Payroll Records (#125) 1/89 - 6/12/89	#1592 Item #14
#373 x	Payroll Records (CK REG) 1/10/89 - 6/21/89	Jan 1998 Disposal 5-6-98 AW
#374 x	Payroll Records (#125) 6/21/89 - 12/26/89	
#375x	Payroll Records (CK REG) 7/11/89 - 12/26/89	
#376x	Payroll Records (#127) 7/12/89 - 9/25/89	

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RECORDS TRANSMITTAL AND RECEIPT

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>26.01.14</u>		ACCESSION NO. <u>95W631</u>	DATE REC'D <u>11-21-91</u>
b) AGENCY <u>Maryland Transportation Authority</u>		LOCATION - RANGE <u>20</u>	SECTION(S) <u>2</u>
c) DIVISION/UNIT <u>Finance</u>		NO. OF CU. FT. <u>7</u>	
d) MAILING ADDRESS <u>300 Authority Drive Baltimore Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michelle Bellus</u>		PHONE NO. <u>410/288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 380	Operating Fund Checks 1020-1350 10/17-12/09/91	#1592 Item # 01
# 387	" " 1351-1600 10/17-12/17/91 ✓	<p>Jan 1998</p> <p>↓</p> <p>Disposal 55-98 JW</p>
# 388	" " 1601-1800 11/7/91-11/13/91 ✓	
# 389	" " 1801-2050 11/13/91-11/22/91 ✓	
# 390	" " 2051-2450 ✓	
# 391	" " 2451-2850 ✓	
# 392	" " 2851-3150 ✓	

EX

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>26.01.14</u>		ACCESSION NO.	DATE REC'D
b) AGENCY Maryland Transportation Authority		95W632	11-21-98
c) DIVISION/UNIT Finance		LOCATION - RANGE 17	SECTION(S) 19
d) MAILING ADDRESS 300 Authority Drive Dundalk, Md 21222		NO. OF CU. FT. 2	
e) AGENCY OFFICIAL MICHAEL M BELLUS		PHONE NO. 410/288-8454	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#421	Operating Fund Checks/Index (A-L) FY '92 ✓	#1592 ITEM #01
#422	Oper Fund Checks/Index (M-Z) FY '92 ✓	Jan 1998
DISPOSAL 5-19-98		

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.0114</u>		ACCESSION NO.	DATE REC'D
b) AGENCY <u>Maryland TRANSPORTATION Authority</u>		<u>95W633</u>	<u>11-21-91</u>
c) DIVISION/UNIT <u>Finance</u>		LOCATION - RANGE <u>9</u>	SECTION(S) <u>14</u>
d) MAILING ADDRESS <u>300 Authority Drive Dundalk Md 21222</u>		NO. OF CU. FT. <u>2</u>	
e) AGENCY OFFICIAL <u>Michelle M Bellus</u>		PHONE NO. <u>410/288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 423	Operating Fund Checks/Index (A-L) 1/91-6/91 ✓	#1592 Item #01 Apr 1998
# 424	Operating Fund Checks/Index (M-Z) 1/91-6/91 ✓	

DISPOSAL
5-6-98

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20734 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1 Maryland Transportation Authority		ACCESSION NO. 97W415	DATE REC'D 10-17-96
B. DIVISION/UNIT Finance		RANGE 26	RM CODE 26.01.14
C. MAILING ADDRESS 300 Authority Dr., Baltimore, MD 21222		LOCATION 8	NO. OF CU. FT 2
D. PHONE NUMBER 410/288-8454		RECORDS CENTER MANGER	
E. AGENCY OFFICIAL Michele Sweeney		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
519 520	Investment Statements 01/92 - 06/92 " 07/92 - 12/92	#1592 Item # 10 Open 1998 Disposal 5-5-98 AW	

EX

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20734 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1 Maryland Transportation Authority		ACCESSION NO. 97W416		DATE REC'D 10-17-96	
B. DIVISION/UNIT Finance		LOCATION		RM CODE 26.01.14	
C. MAILING ADDRESS 300 Authority Dr., Baltimore, MD 21222		RANGE 26		SECTION(S) 8	
D. PHONE NUMBER 410/288-8454		NO. OF CU. FT 1			
E. AGENCY OFFICIAL Michele Sweeney		RECORDS CENTER MANGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
521	Miscellaneous Billing 01/94 - 12/94			#1592 Item # 12 Jan 1998 Disposal 5-5-98 AW	

MVA 26.02.14.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
RESEARCH & PLAN DIV. GLEN BURN.		
Division or Unit		

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

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W1280	COMAR REGULATIONS	1247	2	1985-1987	1	5/6/98	RECYCLE

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

Signature	Records Center Manager	June 30, 1998
DGS 550-2 (Rev. 1/93)	Title	Date

RECORDS TRANSMITTAL AND RECEIPT

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X

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 95W1280	DATE REC'D 4-5-95
B. DIVISION/UNIT Research & Planning Division			RM CODE 26.02.14.01
C. MAILING ADDRESS 6601 Ritchie Hwy., N.E. ISC - Room 022 Glen Burnie, MD 21062		LOCATION RANGE SECTION(S) 37 14	NO. OF CU. FT. 1
D. PHONE NO. (410) 768-7249		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Thomas E. Harris		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	<p>COMAR Regulations Folders - 1985</p> <p>11.11.01 11.12.01(.02 & .04) 11.12.04(.31 & .34) 11.15.15 11.15.18(.01 - .03) 11.17.08(.01 - .02) 11.19.03 11.21.01 14.02.11(Independent Agencies - Voter Registration Info. Services - jointly w/SABEL, DHMH, DHR & MVA)</p>	<p>Sched. 1247 Item #2 January 1996 1998</p>
	<p>COMAR Regulations Folders - 1986</p> <p>11.12.01(.02 & .14) 11.13.09(.05 - .06) 11.15.08(.01 - .03) 11.15.09(.01 & .02) 11.15.19(.01 - .10) 11.17.07(.01 - .05) 11.17.09(.01 - .04) 11.17.10 11.17.11(.01 - .04) 11.20.01</p>	<p>Sched. 1247 Item #2 January 1997</p> <p><i>Disposal 5-6-98</i></p>
	<p>COMAR Regulations Folders - 1987</p> <p>11.12.01(.15) 11.13.06(.03) 11.15.06 11.15.09(.02, .04, .06) 11.17.03(.01 & .02); (.04F)</p>	<p>Sched. 1247 Item #2 January 1998</p>

11.17.07(.05)
11.17.09(.01 - .08)
11.17.10 (.01 - .05)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. Maryland Department of Transportation</p>	<p>ACCESSION NO. <i>91W1249</i></p>	<p>DATE REC'D <i>5-2-91</i></p>
<p>B. DIVISION/UNIT Office of the Assistant Secretary, Administration</p>	<p>RM CODE <i>26.01.13</i></p>	
<p>C. MAILING ADDRESS P.O. Box 8755 BWI Airport, MD 21240-0755</p>	<p>LOCATION RANGE SECTION(S) <i>107 28</i></p>	<p>NO. OF CU. FT. <i>10</i></p>
<p>D. PHONE NO. 859-7563</p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL <i>Ruth Roberts Webbon</i> <i>Ruth Roberts Webbon</i></p>	<p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	
<p>2. BOX NUMBERS</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p>	<p>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</p>
	<p><u>1988 OASA Files</u></p>	
1	Fair Practices, Functional Data Center, Management & Audit	<p><i>Disposal</i> <i>2/6/97</i></p> <p>948, Item 1, Jan. 1997</p>
2	Operating Services, Personnel Services	<p>948, Item 1, Jan. 1997</p>
3	Personnel Services (continued)	<p>948, Item 1, Jan. 1997</p>
4	Procurement & Contracts, Public Affairs, TSO General Files	<p>948, Item 1, Jan. 1997</p>
5	Internal Audit, Financial Planning & Budget, Legal, OPPA, OTP	<p>948, Item 1, Jan. 1997</p>
6	MPA, MdTA, MTA	<p>948, Item 1, Jan. 1997</p>
7	MVA, SRA, SHA, SAA, Executive Departments	<p>948, Item 1, Jan. 1997</p>
8	OASA General Files (A - Retreat)	<p>948, Item 1, Jan. 1997</p>
9	OASA General Files (Retreat - Z)	<p>948, Item 1, Jan. 1997</p>
10	Radiological Files	<p>948, Item 1, Jan. 1997</p>

1. item transmitted for clearance to Records Center,
Mar. 20, 1991.

R-107

S-28

2 Empties

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Department of Transportation		ACCESSION NO. 93W1177	DATE REC'D 3-30-93
B. DIVISION/UNIT MVA/ Information Systems Center			RM CODE 26.0102
C. MAILING ADDRESS One Orchard Road Glen Burnie, Maryland 21060		LOCATION RANGE SECTION(S) 3 22	NO. OF CU. FT. 1
D. PHONE NO. 768-7546		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL William A. Stenner <i>William A. Stenner</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Yellow copies of ISC Timesheets (FY92) July 1991 to June 1992	985-11 7/97 <i>Disposal</i> <i>7/12/97</i> <i>hps</i>	



Maryland Department of Transportation

DATA CENTER

Form Title:

PRINTOUT STORAGE AT STATE RECORD CENTER

Agency:

MVA-ISC

DOTDC Project Control Number:

Application:

Prepared By:

Aida J. Riggelman

Date:

2-8-93

Page 1 of 1

STATE RECORD CENTER LOCATION:

Waterloo

BOX NUMBER

ACCESS #

FY 92 PRINTOUT I D

INCLUSIVE DATES

FROM

TO

1

Yellow Copies &

7-1-91

6-30-92

ISC Timesheets

Technical Services

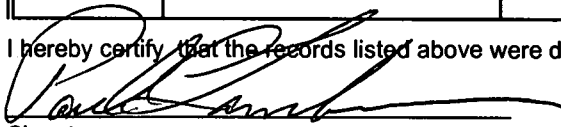
Division

MD. TRANSPORT. AUTHRTY 26.01.14	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
FINANCE-DUNDALK, MD.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
94W1212	MONTHLY REPORT FILES	1592	5	1/88-12/88	1	2/19/97	RECYCLE
94W1213	DEPOSIT LISTINGS/SUP	1592	08	7/88-12/89	2		
94W1214	PAYROLL RECORDS	1592	1	6/88-12/88	2		
94W1215	CASH & TICKET REPORT	1592	07	1/89-12/89	1		
94W1216	BANK STATEMENT	1592	06	1/88-12/88	1	12/12/97	
94W1217	EQUIPMENT INVENTORY	1592	15	7/1/98-6/30/90	2	2/19/97	
94W1218	INVESTMENT STATEMNT	1592	10	1/91-12/91	5	2/5/97	
94W1219	MONTHLY JOURNAL ENT	1592	09	1/88-12/88	1	11/20/97	
95W630	OPERATING FUND CHCK	1592	01	1990	4	12/12/97	
92W372	MONTHLY REPORT FILES	1592	5	1/86-12/86	2	12/12/97	
93W743	OPERATING FUND	1592	1	12/22/89-3/19/90	6	2/12/97	
93W744	OPERATING VOUCHER	1592	1	1990	16	2/12/97	
93W1550	OPERATING VOUCHER	1592	1	1990	4	2/7/97	
96W722	PAYROLL RECORDS	1592	14	1989	3	1/02/98	

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


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

Records Center Manager
 Title

June 30, 1998
 Date

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1212</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md Transportation Authority</u>		LOCATION - RANGE <u>3</u>	SECTION(S) <u>35</u>
c) DIVISION/UNIT <u>Finance</u>		NO. OF CU. FT. <u>1</u>	
d) MAILING ADDRESS <u>D.O. Box 9088</u> <u>Durdaik Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michele Bellus</u>		PHONE NO. <u>410/258-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#338	Monthly Report Files (Acting Work) 1/88 - 1/88	#1592 Item #5 Jan 1997 Disposal 2/19/97 <i>[Signature]</i>

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. <u>26.01.14</u></p> <p>b) AGENCY <u>Md Transportation Authority</u></p> <p>c) DIVISION/UNIT <u>Finance</u></p> <p>d) MAILING ADDRESS <u>P.O. Box 9088</u> <u>Dundalk Md 21222</u></p> <p>e) AGENCY OFFICIAL <u>Michele Bellus</u></p> <p style="text-align: right; font-size: small;">PHONE NO. <u>410/288-8454</u></p>		<p>ACCESSION NO. <u>94W1213</u></p> <p>DATE REC'D <u>6-6-94</u></p> <p>LOCATION-RANGE <u>26</u></p> <p>SECTION(S) <u>2</u></p> <p>NO. OF CU. FT. <u>2</u></p> <p>RECORDS CENTER MANAGER</p> <p style="text-align: center; font-size: x-small;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	
<p>2. BOX NUMBERS</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)</p>	
<p># 363 x</p>	<p><u>Deposit Listings and Slip</u></p>	<p>#1592 Item # 58</p>	
<p># 364 x</p>	<p style="text-align: center;">"</p>	<p><u>Jan 1997</u></p>	
	<p style="text-align: center;">"</p>		

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY COOE <u>26.01.14</u>		ACCESSION NO. <u>94W1214</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md TRANSPORTATION Authority</u>		LOCATION - RANGE <u>26</u>	SECTION(S) <u>31</u>
c) DIVISION/UNIT <u>Finance</u>			
d) MAILING ADDRESS <u>P.O. Box 9088</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michelle Bellus</u>		PHONE NO. <u>410288-5454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>367</u>	<u>Payroll Records 6/88 - 12/88</u>	<u>#1592 Item # 14</u>
<u>358</u>	<u>10/88 - 12/88</u>	<u>Jan 1997</u>

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.01.14		ACCESSION NO. 94W1215	DATE REC'D 6-6-94
b) AGENCY Md Transportation Authority		LOCATION - RANGE 26	SECTION(S) 28
c) DIVISION/UNIT Finance		NO. OF CU. FT. 1	
d) MAILING ADDRESS P.O. Box 9088 Dundack Md 21222		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Michele Bellus		PHONE NO. 410/238 8154	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 346	CASH & TICKET REPORT 1/89 - 12/89	# 1592 Item # 07 Jan 1997

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1216</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md Transportation Authority</u>		LOCATION - RANGE <u>27</u>	SECTION(S) <u>30</u>
c) DIVISION/UNIT <u>Finance</u>		NO. OF CU. FT. <u>1</u>	
d) MAILING ADDRESS <u>RD. Box 9008</u> <u>Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michele Bellus</u>		PHONE NO. <u>410/288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<u>356</u>	<u>Bank Statement</u>	<u>1592 Item #06</u> <u>April 1997</u>
		<u>Disposal</u> <u>12/12/97</u> <u>AM</u>

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>94W1217</u>	DATE REC'D <u>6-6-94</u>
b) AGENCY <u>Md TRANSPORTATION Authority</u>		LOCATION - RANGE <u>4</u>	SECTION(S) <u>33</u>
c) DIVISION/UNIT <u>Finance</u>		NO. OF CU. FT. <u>2</u>	
d) MAILING ADDRESS <u>P.O. Box 9086 Dundock Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michels Bellus</u>		PHONE NO. <u>410288-8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#353	Equipment Inventory 7/1/89 - 1/90	#1512 ITEL #15 Jan 1997
#354	Equipment Inventory 7/1/89 - 6/30/90	
		Disposal 2/19/97 PZ

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. _____</p>	<p>ACCESSION NO. 94W1218</p>	<p>DATE REC'D 6-6-94</p>
<p>b) AGENCY Md TRANSPORTATION Authority</p>	<p>LOCATION - RANGE 105</p> <p>SECTIONS(S) 25</p> <p>NO. OF CU. FT. 5</p>	
<p>c) DIVISION/UNIT Finance</p>		
<p>d) MAILING ADDRESS P.O. BOX 9088 Dundack, Md 21222</p>	<p>RECORDS CENTER MANAGER</p>	
<p>e) AGENCY OFFICIAL Michelle Bellus</p>	<p>PHONE NO. 410/286-8154</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 348	Investment Statements 1/91 - 2/91	# 1592 Item # 10
# 349	" 3/91 - 4/91	Apr 1991
# 350	" 5/91 - 6/91	
# 351	" 7/91 - 8/91	
# 352	" 9/91 - 12/91	

Disposal
2/5/97

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26-01-14		ACCESSION NO. 94W1219	DATE REC'D 6-6-94
b) AGENCY Md TRANSPORTATION Authority		LOCATION - RANGE 33	SECTION(S) 32
c) DIVISION/UNIT Finance		NO. OF CU. FT. 1	
d) MAILING ADDRESS P.O. Box 9088 Dundalk Md 21222		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Michele Bellus		PHONE NO. 410/288-8454	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS #369	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Monthly General Entries 1/88-12/88		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) #1592 Item 09 Apr 1997 <u>Disposal</u> 11/20/97 [Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <u>26.01.14</u>		ACCESSION NO. <u>95W630</u>	DATE REC'D <u>11-21-94</u>
b) AGENCY <u>Maryland Transportation Authority</u>		LOCATION - RANGE <u>27</u>	SECTION(S) <u>3</u>
c) DIVISION/UNIT <u>Finance</u>		NO. OF CU. FT. <u>4</u>	
d) MAILING ADDRESS <u>300 Authority Drive Dundalk Md 21222</u>		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <u>Michelle M Bellus</u>		PHONE NO. <u>410/288 8454</u>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 425	Operating Fund Checks/Index (A-L) 7/90 - 12/90 ✓	#1592 ITEM #01 Jan 1997 ↓ Disposal 12/12/97 JW
# 426	Operating Fund Checks/Index (M-Z) 7/90 - 12/90 ✓	
# 432	Operating Fund Checks/Index (N-2) 1/90 - 7/90 ✓	
# 433	Operating Fund Checks/Index (A-M) 1/90 - 6/90 ✓	

R27

33

3 empties

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Md. Transportation Authority		ACCESSION NO. 92W372	DATE REC'D 10-3-91
B. DIVISION/UNIT Finance Division		RANGE 35	SECTION(S) 5
C. MAILING ADDRESS P.O. Box 9088 Dundalk Md. 21222		RECORDS CENTER MANAGER	NO. OF CU. FT. 2
D. PHONE NO. 563-7116		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
E. AGENCY OFFICIAL Fredric Barron			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
253	Monthly Report Files (Acct. Work) 1/86 - 12/86	747H , Item 5, 1997
254	monthly Report Files (BANK STATEMENTS) 6/86 - 12/86	747H , Item 5, 1997 1592

Disposal
12/12/97
[Signature]

R-35

S-5

12 Emptyies

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Md Transportation Authority	ACCESSION NO. 93W743	DATE REC'D 12-7-92
B. DIVISION/UNIT Finance Division	RM CODE 26.01.14	
C. MAILING ADDRESS P.O. Box 9088 Dundalk, Md 21222	LOCATION RANGE SECTION(S) 119 19-20	NO. OF CU. FT. 6
D. PHONE NO. 288-8151	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Fredric Barron	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
271	Operating Fund Vouchers - 31451 - 31800	12/22/89 - 1/11/90
272	31801 - 32204	1/11/90 - 1/25/90
273	32205 - 32550	1/25/90
274	32551 - 32950	2/8/90 - 2/22/90
275	32951 - 33250	2/9/90 - 3/1/90
276	33251 - 33650	3/6/90 - 3/19/90

Disposal
 2/12/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Md. TRANSPORTATION Authority	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">93W744</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">12-7-92</div>
B. DIVISION/UNIT Finance Division	FM CODE <div style="font-size: 1.5em; font-family: cursive;">26.01.14</div>	
C. MAILING ADDRESS P.O. Box 9088 Dundalk Md 21222	LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">119 20</div>	NO. OF CU. FT. <div style="font-size: 1.5em; font-family: cursive;">16</div>
D. PHONE NO. 288-8454	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Fredric Barron	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
277	Operating Voucher 33651-34130 3/19/90-4/6/90	744 Item #1, 1997
278	" 34501-34950 4/20/90-5/7/90	1592 "
279	" 34651-34500 4/6/90-4/20/90	" 1/97
280	" 34951-35400 5/7/90-5/24/90	"
281	" 35401-35750 5/24/90-6/7/90	"
282	" 35751-36240 6/7/90-6/22/90	"
283	" 36241-36340 6/22/90-6/30/90	"
284	" 36341-36550 7/1/90-7/5/90	Disposal 2/12/97
285	" 36551-36900 7/5/90-7/17/90	
286	" 36901-37250 7/17/90-8/1/90	"
287	" 37251-37700 8/1/90-8/2/90	"
288	" 37701-37950 8/5/90-8/22/90	"
289	" 37951-38400 8/20/90-9/13/90	"
290	" 38401-38650 9/13/90-9/21/90	"
291	" 38651-39050 9/12/90-10/9/90	"
292	" 39051-39350 10/9/90	"

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

E

<p>A. AGENCY 1. Md TRANSPORTATION Authority</p>	<p>ACCESSION NO. 93W1550</p>	<p>DATE REC'D 5-13-93</p>
<p>B. DIVISION/UNIT Finance</p>	<p>RM CODE 26.01.14</p>	
<p>C. MAILING ADDRESS P.O. Box 9088 Dundalk, Md 21222</p>	<p>LOCATION RANGE SECTION(S) 113 9</p>	<p>NO. OF CU. FT. 4</p>
<p>D. PHONE NO. 288-8454</p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL FREDERICK BAARON</p>	<p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
#313	Operating Vouchers 39351-39850 10/19/90	<p>744.1, Item #1, 1592 Jan 1997</p> <p style="font-size: 2em; font-weight: bold;">Disposal 2/7/97 RL</p>
#314	" 39851-40200 11/07/90	
#315	" 40201-40216 12/01/90 -	
#317	40677-41050 12/20	
	41051-41621 12/7/90 - 12/21	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. Maryland Transportation Authority</p> <p>B. DIVISION/UNIT Finance</p> <p>C. MAILING ADDRESS 300 Authority Drive Baltimore, Md 2122</p> <p>D. PHONE NO. 410/288-8454</p> <p>E. AGENCY OFFICIAL Michelle Sweeney</p>	<p>ACCESSION NO. 96W722</p> <p>DATE REC'D 12-8-95</p> <p>RM CODE 26.01.14</p> <p>LOCATION RANGE SECTION(S) 42 7</p> <p>NO. OF CU. FT. 3</p> <p>RECORDS CENTER MANAGER</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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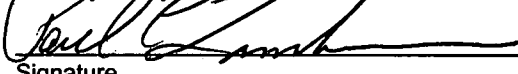
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
✓ 483	(89) Jan-June (Rpt 127) Payroll Records	#1592 Item # 14
✓ 484	" Jan-Dec (Rpt 101-05)	Jan 1997
✓ 485	" June-Dec (Rpt 141, 138, 140)	Disposal 1/02/98 [Signature]

MD.DEPT. TRANSPORT 26.01.15	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
MBE/EO-BWI AIRPORT, MD.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W1250	CLOSED COMPANIES	1422	10	1995	6	12/23/97	RECYCLE

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



Records Center Manager June 30, 1998
 Title Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND DEPARTMENT OF TRANSPORTATION		ACCESSION NO. 95W1250	DATE REC'D 4-3-95
B. DIVISION/UNIT MBE/EO			RM CODE 26-01-15
C. MAILING ADDRESS P.O. BOX 8755 BWI AIRPORT MARYLAND 21240-0755		LOCATION RANGE SECTION(S) 37 15	NO. OF CU. FT. 6
D. PHONE NO. (410) 859-7327		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL ROBERT L. KEELEY		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-06	P L E A S E S E E A T T A C H E D	SCHEDULE # 1422 ITEM # 10 1/97 Disposal 12/23/97 gpy

BOX 01 JESSUP 1995/02/03 A & B TRUCKING, INC.
ACCLAIMED PROFESSIONAL SPECIALTIES, INC.
ARCTIC INSULATION, INC.
BIRD MECHANICAL, INC.
CALIFORNIA T-SHIRT (CLOSED)
CLEAR VIEW DESIGNS, INC.
COMPUTEK, INC.
CROSS ELECTRIC COMPANY
FIDELITY CONSTRUCTION CORPORATION

BOX 02 JESSUP 1995/02/03 MILLER-BOWEN ASSOCIATES, INC.
MYCO CONSTRUCTION CORPORATION
MYERS. JAMES COMPANY, INC.
QUALIFIED SYSTEM SUPPORT, INC.
SPARTEN TOURS, INC.
TRI-STATE TILE, INC.
ULTRA CONTRACTORS, INC.
V & A CONSULTING ENGINEERS, INC.
WILLIAMS DECORATORS, INC.
WOOD, JOE & SON'S GENERAL CONSTRUCTION

BOX 03 JESSUP 1995/02/03 ABLE CARPETS & FLOORS
AJH & ASSOCIATES
BALOWIN, WILLIAM H.
BATTLE, PAT CLARK
BERA, PR, ENGINEERS
BERRY SECURITY SERVICE
BESCON CORPORATION
COMSIS CORPORATION
CONCEPTS MARKETING & ADVERTISING
CYC, INCORPORATED
INNOVATIVE COMMUNICATIONS ENGINEERING, INC.
J & L TRUCKING
MILLET, PAULA S. ILLUSTRATION & DESIGN
SHELADIA CONSTRUCTION CORPORATION

BOX 04 JESSUP 1995/02/03 DACA INTERNATIONAL, INC.
DAVIS, CURTIS L.
ENDECON, INC.
ENVIRONMENTAL SERVICES OF GALE J. REEO
FAR EAST TRADING CO
FAYE'S TRUCKING
FOSSETT CONCRETE
GENERAL ELECTRIC CONTRACTORS
J & N PAVING, INC.
KARA'S CLEAN-A-BLIND SERVICE
KELLY'S CUSTOM CLEANING
MANHOLE SYSTEMS, INC.
MARNAMICS, INC.
MOR ASSOCIATES
TWD TWELVE ASSOCIATES, INC.

BOX 05 JESSUP 1995/02/03 CARNET CONSTRUCTION, INC. (CLOSED)
CASEY CONTRACTING COMPANY (CLOSED)
DUKE ENGINEERING (CLOSED)
ENVIRONMENTAL PROTECTION COMPANY, INC. THE (CLOSED)
ESTRELLA CONCRETE, INC. (CLOSED)
I.C. FURNITURE (CLOSED)

BOX 05 JESSUP 1995/02/03 JAMES, WILLIE (CLOSED)
JMT, INC. (CLOSED)
JONES MASONRY COMPANY (CLOSED)
MCCRUM-TORRES COMMUNICATIONS SERVICES, INC. (CLOSED)
MIKADA GROUP (CLOSED)
MODERN TECHNOLOGY SYSTEMS, INC. (CLOSED)
PAMBOR ENERGY CONSTRUCTION & REBAR
PAT'S LAWN MOVER SERVICE, INC. (CLOSED)
PRECISION CABLE INSTALLATION, INC. (CLOSED)
RAC-JOHN COMMUNICATIONS (CLOSED)
RJO ENTERPRISES, INC.
STATEWIDE INDUSTRIAL PARKS, INC. (CLOSED)
TELECOMMUNICATIONS SERVICES CO.
TIMLEY CONSTRUCTION CO (CLOSED)
TOUSET, JOSE A.
UNITECH ELECTRICAL COMPANY, INC. (CLOSED)
VANTAGE POINT SYSTEMS
WALCOTT-TAYLOR CO., INC.
WALL MASTERS, INCORPORATED
WHITE-ROBERTS, INC.
YUKON CONTRACTORS, INC.

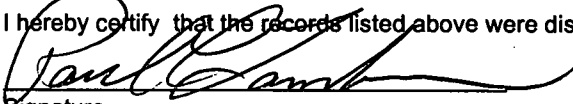
BOX 06 JESSUP 1995/02/03 ATR, INC.
BRANHAM CONTRACTORS, INC.
CHESAPEAKE CONCRETE PUMPING, INC.
CONSTRUCTION SITE PHOTOGRAPHERS
ELEMENTS IN STYLE
FRANK'S LAB SERVICE, INC.
JONES WELL DRILLING, INC.
JWB, INC.
KURTH & COMPANY, INC.
MOISTURE PROTECTION CONSTRUCTION, INC.
MVG SOURCE
PRINTWORKS, INC.
RAMOS, M.L. COMPANY
RM MARKETING ENTERPRISE
SHERIDAN GARDENS, INC.
STRUM CONTRACTING, INC.

MD. DEPT. OF TRANSPORT. 26.01.15		Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency			Retain one (1) copy and forward original to address at left.
MBE/EO- BWI AIRPORT, MD.			
Division or Unit			

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W781	MBE	1422	10	1995	27	7/14/97	RECYCLE

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

	<u>Records Center Manager</u>	<u>June 30, 1998</u>
Signature	Title	Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY MARYLAND DEPARTMENT OF TRANSPORTATION	ACCESSION NO. 96W781	DATE REC'D 12-14-95
B. DIVISION/UNIT MBE/EO	RM CODE 26.01.15	
C. MAILING ADDRESS P. O. BOX 8755 BWI AIRPORT, MARYLAND 21240-0755	LOCATION RANGE SECTION(S) 36 15	NO. OF CU. FT. 27
D. PHONE NO. (410) 859-7327	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CHAREES CHEEK	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-27	PLEASE SEE ATTACHED	SCHEDULE #1422 ITEM #10 7/97 Disposal 7/14/97 jss

STORBOX	STORDTE	NAME
01	10/03/1995	C & S FENCE COMPANY
01	10/03/1995	CLEARY DESIGN, INC.
01	10/03/1995	COMPUTER PROFESSIONAL SYSTEMS, INC.
01	10/03/1995	G & L SPECIALIZED TRANSPORTERS
01	10/03/1995	GRAYSONVILLE BUSINESS SUPPLY, INC.
01	10/03/1995	HART'S GREEN MACHINE, INC.
01	10/03/1995	INNOVATIVE SYSTEMS CONSULTING
01	10/03/1995	POWER ENERGY INDUSTRIES
01	10/03/1995	Q.C., INC.
01	10/03/1995	RESOURCE APPLICATIONS, INC.
01	10/03/1995	SPIDER CONCRETE COMPANY

STORBOX	STOROTE	NAME
02	10/03/1995	ADVANCE HELI WELDERS & MANUFACTURING CO., INC.
02	10/03/1995	LBJ CORPORATION
02	10/03/1995	LORRICK CONSTRUCTION, INC.
02	10/03/1995	MARKETING & DESIGN, INC.
02	10/03/1995	PETTICOATS, INC.
02	10/03/1995	RAINBOW TECHNOLOGY, INC.

STORBOX	STOROTE	NAME
03	10/03/1995	AFFIRMATIVE PIPE CLEANING, INC.
03	10/03/1995	BUCKEYE SAFETY SUPPLY, INC.
03	10/03/1995	OPPER INVESTMENT INC., THE
03	10/03/1995	EMPLOYER EMPLOYEE EXCHANGE, INC.
03	10/03/1995	HISTO-PATH OF AMERICA, INC.
03	10/03/1995	JM FABRICATION CORPORATION
03	10/03/1994	JV GRAPHICS
03	10/03/1995	PHUONG CONSTRUCTION
03	10/03/1995	PROJECT EXPEDITORS INCORPORATED
03	10/03/1995	RINSTAR, INC.
03	10/03/1995	SARIGIANIS, JOHN CO., INC.
03	10/03/1995	SMITH, S. LEE, INC. T/A VALUE CARPET MART
03	10/03/1995	TANTO FACET ENTERPRISES
03	10/03/1995	WEBSTER PIPING & SUPPLY, INC.

STORBOX	STORDTE	NAME
04	10/03/1995	APEM, INC.
04	10/03/1995	ARRAY SERVICES CORPORATION
04	10/03/1995	CANARY'S WELDING SERVICE
04	10/03/1995	CAPITOL COMPUTER SERVICES, INC.
04	10/03/1995	OWB ENTERPRISE, INC.
04	10/03/1995	GLOBAL EXECUTION NETWORK ASSOCIATES (GENA)
04	10/03/1995	LAUREL MECHANICAL, INC.
04	10/03/1995	METAL TECH ENTERPRISES
04	10/03/1995	P.E.L.A. DESIGN, INC.
04	10/03/1995	YOU CALL - WE HAUL, INC.

STORBOX	STOROTE	NAME
05	10/03/1995	CONCRETE BROKERS, INC.
05	10/03/1995	GIBSON, D., RESTORATION, INC.
05	10/03/1995	HIGHWAY BRIDGE PAINTING, INC.
05	10/03/1995	INFINITY CONSTRUCTION COMPANY, INC.
05	10/03/1995	J & J CONSTRUCTION, INC.
05	10/03/1995	MOUNTAIN PRINTING CO., INC.
05	10/03/1995	PHOENIX CHEMICAL LIMITED
05	10/03/1995	PHYSICAL THERAPY NETWORK, THE
05	10/03/1995	SEARS, TREVOR CONSTRUCTION COMPANY, INC.
05	10/03/1995	SEATECH, INC.

STORBOX

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STORDTE	NAME
10/06/1995	ADVANCED COMPUTER ASSOCIATES, INC.
10/06/1995	ASSOCIATED PRINTING TECHNOLOGIES, INC.
10/06/1995	CANAAN FURNITURE SERVICE
10/06/1995	CORNET, INCORPORATED
10/06/1995	DEL-TRAY CONSTRUCTION SERVICES
10/06/1995	DIALOGUE DIASPORA, INC./AMERICAN VISIONS
10/06/1995	HUDAK CROSSAN, INC.
10/06/1995	MEI KEE SALES, INC.
10/06/1995	MICROPHOR, INC.
10/06/1995	P. B. LAMINATIONS, INC.
10/06/1995	SUPERIOR SUPPLIES, INC.

STORBOX

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STORDTE	NAME
10/06/1995	AEO CONSTRUCTION COMPANY
10/06/1995	ARUNDEL SIGNS, INC.
10/06/1995	BSI TEMPORARIES, INC.
10/06/1995	CHESAPEAKE CONSTRUCTION ASSOCIATES
10/06/1995	CONNELLY AND ASSOCIATES, INC.
10/06/1995	CYNCO CONSTRUCTION, INC.
10/06/1995	INTERNATIONAL BUSINESS SUPPLIES CORPORATION
10/06/1995	JUSTICE RESOURCES, INC.
10/06/1995	LYNNWOOD TRUCKING CO.
10/06/1995	NORTHEAST COMMONWEALTH, INC.
10/06/1995	NORTHEAST CONSTRUCTION, INC.
10/06/1995	STROMAN'S VIDEO PRODUCTIONS ASSOCIATES, II

RECEIVED

STORBOX

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STORDTE	NAME
10/06/1995	ALLEN PROFESSIONAL PEST CONTROL
10/06/1995	BOSTON, M.A.
10/06/1995	COMMERCIAL ELECTRONICS COMPANY
10/06/1995	D.H.S. FURNITURE OUTLET
10/06/1995	DATAFLOW TECHNOLOGIES, INC.
10/06/1995	DUNCAN'S WELDING, INC.
10/06/1995	FRITTER, L. A. & SON, INC.
10/06/1995	GARDENING LADY, THE
10/06/1995	LEA, MARSHA & ASSOCIATES
10/06/1995	MANAGER'S LAUREL INN, INC... HOLIDAY INN I
10/06/1995	METROPOLITAN CEILING SERVICES
10/06/1995	MID-ATLANTIC SERVICE INDUSTRIES, INC.
10/06/1995	PERSONAL COMPUTER CONSULTANTS, INC.
10/06/1995	RIGGS CONCRETE & BACKHOE RENTAL
10/06/1995	SAN MARTIN ASSOCIATES, INC.
10/06/1995	SYSTEMS REQUIREMENTS & SERVICES ASSOCIATES
10/06/1995	TETTS ENTERPRISES
10/06/1995	UNITED ENTERPRISES

MOTOR VEHICLE ADMIN. 26.02.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
AUDITING-GLEN BURNIE, MD.		
Division or Unit		

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

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W28	MISC. DEALER AUDIT	1659	1	1991	10	2/4/97	RECYCLE

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

 Signature	_____ Records Center Manager Title	_____ June 30, 1998 Date
-------------------------------------------------------------------------------------------------	------------------------------------------	--------------------------------

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

*Order
pickup disk*

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration	ACCESSION NO.	DATE REC'D
	96W28	8-8-95
B. DIVISION/UNIT Auditing	LOCATION	RM CODE
	RANGE SECTION(S) 101 1	26.02.01
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	NO. OF CU. FT.	
		10
D. PHONE NO. 768-7358	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Licinio R. Valino, Director	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
✓ 1.	Miscellaneous Dealer Audit Workpapers 1986, 1987, 1988	1659 # 1 1/97 Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 2.	Miscellaneous Dealer Audit Workpapers 1986, 1987, 1988	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 3.	Dealer Audit Workpapers 1991 A to Bel	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 4.	Dealer Audit Workpapers 1991 Bert to Corsi	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 5.	Dealer Audit Workpapers 1991 Country to Fulton	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 6.	Dealer Audit Workpapers 1991 G & B to Knott	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 7.	Dealer Audit Workpapers 1991 L & W to Pic	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 8.	Dealer Audit Workpapers 1991 Potomac to State	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 9.	Dealer Audit Workpapers 1991 Tate to Zientek	Schedule 1020, Item 2 Disposal Date Jan. 1997
✓ 10.	Dealer Audit Reports 1991	Schedule 1020, Item 2 Disposal Date Jan. 1997

*Disposal
2/4/97
pl*

MVA 26.02.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
AUDITING-GLEN BURNIE		
Division or Unit		

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W29	AUDITING PAPERS	1659	1	1992	14	5/21/98	RECYCLE

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

Records Center Manger
June 30, 1998

Signature Title Date
 DGS 550-2 (Rev. 1/93)

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE 738-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 96W 29.	DATE REC'D 8-8-95
B. DIVISION/UNIT Auditing			RM CODE 26.02.01
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 48 19	NO. OF CU. FT. 14
D. PHONE NO. 768-7358		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Licio R. Valino, Director		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	See Attached	# 1020 # 7-2 1/98 1659 # 1 disposal 5-21-98 dw

Motor Vehicle Administration
Auditing
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062
Licinio R. Valino, Director

1. Dealer Audit Workpapers 1992
A-1 to Congressional
Schedule 1020, Item 2
Disposal Date Jan. 1998
2. Dealer Audit Workpapers 1992
Cope to Lexington
Schedule 1020, Item 2
Disposal Date Jan. 1998
3. Dealer Audit Workpapers 1992
Mel to Yeagers
Schedule 1020, Item 2
Disposal Date Jan. 1998
4. Dealer Audit Reports 1992
Schedule 1020, Item 2
Disposal Date Jan. 1998
5. Internal Audit Workpapers 1991
Schedule 1020, Item 1
Disposal Date Jan. 1998
6. Internal Audit Workpapers 1991
Schedule 1020, Item 1
Disposal Date Jan. 1998
7. Internal Audit Workpapers 1992
Branch Office
Schedule 1020, Item 1
Disposal Date Jan. 1998
8. Internal Audit Workpapers 1992
Branch Office
Schedule 1020, Item 1
Disposal Date Jan. 1998
9. Internal Audit Workpapers 1992
Schedule 1020, Item 1
Disposal Date Jan. 1998
10. Internal Audit Workpapers 1992
Schedule 1020, Item 1
Disposal Date Jan. 1998
11. Internal Audit Workpapers 1992
Schedule 1020, Item 1
Disposal Date Jan. 1998
12. Cashier Shortages/Overages 1992
A through J
Schedule 1020, Item 1
Disposal Date Jan. 1998
13. Cashier Shortages/Overages 1992
L through W
Schedule 1020, Item 1
Disposal Date Jan. 1998
14. Inventory 1992
Schedule 1020, Item 1
Disposal Date Jan. 1998

MVA 26.02.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
REGISTRATION/FILING UNIT-GLEN BR		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
87W811	VALIDATED REG. MICRO.	1716	9	1976-1977	3	5/7/98	RECYCLE
89W136	NUMERICAL REG. CARD	1716	9	1976-1977	3	5/6/98	

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

_____ Records Center Manger June 30, 1998 Signature
 Title Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 290500 26.02.06	ACCESSION NO. 87W811	DATE REC'D 4-7-87
b) AGENCY Motor Vehicle Administration		
c) DIVISION/UNIT Registration/Filing Unit	LOCATION - RANGE 17	SECTIONS(S) 33
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	NO. OF CU. FT. 3 RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Ruth D. Burrell Ruth D. Burrell, Acting Chief	PHONE NO. 3-17-87 768-7250	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 2 3	Validated Registration Microfilm 0000001 - 1048304 1976-1977 1048310 - 2089035 1976-1977 2089036 - MISC 1976-1977	1050-T DEC, 1997 Jan. 1998 # 1716 # 9 DISPOSAL 5-7-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 290500</p> <p>2. AGENCY Motor Vehicle Administration</p> <p>3. DIVISION/UNIT Registration/Filing Unit</p> <p>4. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062</p> <p>5. AGENCY OFFICIAL Ruth D. Burrell, Chief</p> <p>6. PHONE NO. 768-7250</p>	<p>ACCESSION NO. 89W136</p> <p>DATE REC'D 8-1-88</p> <p>LOCATION RANGE 32</p> <p>SECTION(S) 15</p> <p>NO. OF CU. FT. 3</p> <p>RECORDS CENTER MANAGER</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>									
<p>2. BOX NUMBERS</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p> <p>NUMERICAL REGISTRATION CARD FILE</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">1</td> <td style="width: 75%;">AAA002 - DKC299</td> <td style="width: 20%;">1976-1977</td> </tr> <tr> <td>2</td> <td>DKC306 - L86957</td> <td>1976-1977</td> </tr> <tr> <td>3</td> <td>M10001 - MISC</td> <td>1976-1977</td> </tr> </table>	1	AAA002 - DKC299	1976-1977	2	DKC306 - L86957	1976-1977	3	M10001 - MISC	1976-1977	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)</p> <p>#1716 #9 1050A-4 JAN, 2032</p> <p>1/98</p> <p style="text-align: right; font-style: italic;">Disposal 5-6-98 AW</p>
1	AAA002 - DKC299	1976-1977									
2	DKC306 - L86957	1976-1977									
3	M10001 - MISC	1976-1977									

R-32

S-15

17 Empty Spaces

S-15

MVA 26.02.06	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
REG./FILING UNIT- GLEN BURNIE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
89W132	NUM. REG. CARD FILE	1716	9	1972-1973	2	7/22/97	RECYCLE
89W133	NUM. REG. CARD FILE	1716	9	1973-1974	2	7/18/97	
89W134	NUM. REG. CARD FILE	1716	9	1974-1975	3		
89W135	NUM. REG. CARD FILE	1716	4	1975-1976	4	7/22/97	

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

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

Records Center Manager
Title

June 30, 1998
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 290500</p> <p>2. AGENCY Motor Vehicle Administration</p> <p>3. DIVISION/UNIT Registration/Filing Unit</p> <p>4. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062</p> <p>5. AGENCY OFFICIAL <i>Ruth D. Burrell/jlc</i> Ruth D. Burrell, Chief</p>	<p>26.02.06</p>	<p>ACCESSION NO. 89W132</p>	<p>DATE REC'D 8-1-88</p>
		<p>LOCATION RANGE 32</p>	<p>SECTION(S) 21</p>
		<p>NO OF CU. FT. 2</p>	
		<p>RECORDS CENTER MANAGER</p>	
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<p>1</p> <p>2</p>	<p>NUMERICAL REGISTRATION CARD FILE</p> <p>AA1001 - JN2668 1972-1973</p> <p>JN2669 - 3972JC MISC 1972-1973</p>	<p># 1716</p> <p># 9</p> <p>1050A-4 JAN, 2028</p> <p>7/97 2028</p> <p><i>Disposal</i></p> <p><i>7/22/97</i></p> <p><i>[Signature]</i></p>

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 290500	<i>26-0206</i>	ACCESSION NO. 89W133	DATE REC'D 8-1-88
2. AGENCY Motor Vehicle Administration		LOCATION - RANGE 32	SECTIONS 14
3. DIVISION/UNIT Registration/Filing Unit		NO OF CU. FT. 2	
4. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>Ruth D. Burrell</i> Ruth D. Burrell, Chief		PHONE NO. 768-7250	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	NUMERICAL REGISTRATION CARD FILE	#1716 #9
1	EY5974 - KX9999 1973-1974	1050A-4 JAN, 2029
2	KY1001 - 4798GP 1973-1974	7/97 <i>Disposed</i> 7/18/97 <i>[Signature]</i>

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 290500</p> <p>26.02.06</p> <p>2. AGENCY Motor Vehicle Administration</p> <p>3. DIVISION/UNIT Registration/Filing Unit</p> <p>4. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062</p> <p>5. AGENCY OFFICIAL Ruth D. Burrell, Chief</p> <p>PHONE NO. 768-7250</p>	<p>ACCESSION NO. 89W134</p> <p>DATE REC'D 8-1-88</p> <p>LOCATION - RANGE 34</p> <p>SECTION(S) 19</p> <p>NO. OF CU. FT. 3</p> <p>RECORDS CENTER MANAGER</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	NUMERICAL REGISTRATION CARD FILE	1716 #9
1	AA1001 - MD4069 1974-1975	1050A-4 JAN, 2030 7/97
2	MD4070 - 5478EY 1974-1975	
3	5479EY - MISC 1974-1975	

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8 Entities

S-19

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 290500	ACCESSION NO. 89W135	DATE REC'D 8-1-88
b) AGENCY Motor Vehicle Administration	RECORDS CENTER MANAGER	
c) DIVISION/UNIT Registration/Filing Unit		
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	LOCATION - RANGE 33	SECTION(S) 23
e) AGENCY OFFICIAL <i>Ruth D. Burrell</i> Ruth D. Burrell, Chief	PHONE NO. 768-7250	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	NUMERICAL REGISTRATION CARD FILE	#1716
1	AAA001 - BVZ740 1975-1976	#9
2	BVZ741 - DPM999 1975-1976	1050A-4 JAN, 2031
3	DPN001 - H18806 1975-1976	7/97
4	H18807 - Specials ZZZZZZ Misc 1975-1976	Disposal 7/22/97 <i>JPS</i>

R-33

S-23

8 Empty Spaces

S-23

MVA 26.02.10	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
VEIP-GLEN BURNIE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
94W786	WAIVERS	1718	7	1991-1992	47	5/6/98	RECYCLE

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

_____ Records Center Manager June 30, 1998
 Signature Title Date
 DGS 550-2 (Rev. 1/93)

RECORDS TRANSMITTAL AND RECEIPT

Council Depalle
1-5-94
ISC

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 94W786	DATE REC'D 2-24-94
B. DIVISION/UNIT VEHICLE EMISSIONS INSPECTION PROGRAM			RM CODE 26-02-10
C. MAILING ADDRESS 6601 Ritchie Hwy., N.E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 41 14-15	NO. OF CU. F 47
D. PHONE NO. 301-768-7208		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
#1	Waivers 236801-237850-03/91-05/91	1035-7 01/98
#2	Waivers 237351-238000-05/91-04/91	<i>disposal</i> <i>5-6-98</i> <i>AW</i>
#3	Waivers 238001-238600-03/91-04/91	
#4	Waivers 238601-239200-05/91-06/91	
#5	Waivers 239201-239750-06/91-06/91	
#6	Waivers 239751-240200-04/91-07/91	
#7	Waivers 240201-240800-07/91-07/91	
#8	Waivers 240801-241400-07/91-07/91	
#9	Waivers 241401-242000-07/91-08/91	
#10	Waivers 242001-242751-07/91-08/91	
#11	Waivers 242751-243300-07/91-06/91	
#12	Waivers 243301-243850-07/91-07/91	
#13	Waivers 243851-244750-07/91-09/91	
#14	Waivers 247501-245200-08/91-09/91	
#15	Waivers 245201-245800-08/91-09/91	
#16	Waivers 245801-246200-08/91-10/91	
#17	Waivers 246201-247200-10/91-11/91	
#18	Waivers 247201-247800-10/91-11/91	
#19	Waivers 247801-248400-10/91-11/91	
#20	Waivers 248401-249100-10/91-11/91	
#21	Waivers 249101-249700-10/91-11/91	
#22	Waivers 249701-250400-10/91-11/91	
#23	Waivers 250401-250900-10/91-11/91	
#24	Waivers 250901-251500-10/91-11/91	
#25	Waivers 251601-252100-12/91-12/91	
#26	Waivers 252101-252700-12/91-01/92	
#27	Waivers 252701-253300-12/91-01/92	
#28	Waivers 253301-254000-12/91-01/92	
#29	Waivers 254001-254500-12/91-01/92	
#30	Waivers 254551-255050-01/92-02/92	
#31	Waivers 255101-255700-02/92-06/92	
#32	Waivers 255701-256400-03/92-07/92	
#33	Waivers 227407-256900-07/91-03/92	

Box #

#34	Waivers	256901-257600-03/92-04/92
#35	Waivers	257601-258200-02/92-03/92
#36	Waivers	258300-258900-02/92-06/92
#37	Waivers	258901-259500-04/92-06/92
#38	Waivers	259550-260100-04/92-04/92
#39	Waivers	260101-260600-06/92-06/92
#40	Waivers	260701-261400-04/92-05/92
#41	Waivers	261401-262000-05/92-05/92
#42	Waivers	262001-262700-05/92-07/92
#43	Waivers	262701-263300-06/92-07/92
#44	Waivers	263301-263900-09/92-09/92
#45	Waivers	263901-264600-06/92-08/92
#46	Waivers	264601-265300-07/92-09/92
#47	Waivers	265301-266000-07/92-07/92

R-41

S-14-15

1 Empty

S-15

MOTOR VEHICLE ADMIN. 26.02.13

Reporting Agency

FINANCE & STATISTICS-GLEN BURN.

Division or Unit

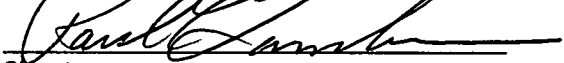
Department of General Services
 Records Management Division
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

Prepare in duplicate
 Retain one (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W498	INTEREST DUP TITLES	1014	1-B	1993	3	12/23/97	RECYCLE
94W577	INVENTORY/REMITTANCE	1014	A-2	1993	16	5/4/98	

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



Records Center Manager

June 30, 1998

Signature

Title

Date

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M V A		ACCESSION NO. 96W498	DATE REC'D 11-16-95
B. DIVISION/UNIT FINANCE & STATISTICS		LOCATION RANGE SECTION(S) 13 27	FORM CODE 26-02-13
C. MAILING ADDRESS 6601 RITCHIE HWY. GLEN BURNIE 21062		NO. OF CU. FT. 3	
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Richard Rodger</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	SECURITY INTEREST DUP TITLES 08-24-93 - 11-17-93	# 1014 ITEM# 1.B.
2	11-18-93 - 12-11-93	1014 ITEM# 1.B. 1/97
3	PRINTOUT DUP TITLES 07-01-93 - 12-30-93	1014 ITEM# 1.B.

*Disposal
12/23/97
AW*

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MVA		● ACCESSION NO. 94W577	DATE REC'D 11-9-93
B. DIVISION/UNIT F+S			FORM CODE 26.02.13
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY GREEN BELT, MD 21061		LOCATION RANGE SECTION(S) 46 34	NO. OF CU. FT. 16
D. PHONE NO. 768-7099		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1A	TARIS. COUNTY INVENTORY 7-10-91 → 10-8-91	1014 A-2 #6 1/97
1B	" " " 10-10-91 → 1-17-92	
4	" " " 10-23-92 → 2-4-93	
5	" " " 2-5-93 → 4-27-93	
6	" " " 4-28-93 → 6-30-93	
132	REMITTANCE PROC. - SOURCE SEC - PATCH SHEETS - TAPES 2-10-93 → 2-23-93	
133	" " " 2-24-93 → 3-8-93	
134	" " " 3-9-93 → 3-18-93	
135	" " " 3-19-93 → 3-31-93	
136	" " " 4-1-93 → 4-12-93	
137	" " " 4-13-93 → 4-21-93	
138	" " " 4-22-93 → 5-5-93	
139	" " " 5-6-93 → 5-18-93	
140	" " " 5-19-93 → 6-4-93	
141	" " " 6-7-93 → 6-29-93	
142	" " " 6-30-93 → 7-21-93	

DISPOSAL
5-4-98

E

X

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M V A		ACCESSION NO. 96W497	DATE REC'D 11-16-95
B. DIVISION/UNIT FINANCE & STATISTICS		RM CODE 26-02-13	
C. MAILING ADDRESS 6601 RITCHIE HWY. GLEN BURNIE 21062		LOCATION RANGE SECTION(S) 26 21-22	NO. OF CU. FT. 49
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Richard Rodger</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	EXPRESS CERTIFIED'S	
1	03-01-94 -- 04-08-94	1014 1725 #1A
2	04-11-94 - 05-23-94	" ITEM# 1.B.
3	05-24-94 - 07-08-94	" "
4	07-09-94 - 08-20-94	" "
	BRANCH CERTIFIED'S	
5	03-18-94 - 03-31-94	1014
6	05-18-94 - 06-02-94	" ITEM#1.B.
7	06-03-94 - 06-18-94	" "
8	06-20-94 - 07-05-94	" "
9	07-06-94 - 07-19-94	" "
10	07-20-94 - 08-02-94	" "
11	08-03-94 - 08-18-94	" "
12	08-19-94 - 09-03-94	" "
13	09-06-94 - 09-17-94	" "
14	09-19-94 - 09-30-94	" "
15	10-01-94 - 10-18-94	" "
16	10-19-94 - 11-02-94	" "
17	11-03-94 - 11-19-94	" "
18	11-21-94 - 12-07-94	" "
19	12-08-94 - 12-28-94	" "

1/98

disposal
5-5-98
AW

CONTINUED NEXT PAGE

BOX NUMBER	DESCRIPTION OF RECORDS	DISPOSAL AUTHORITY
------------	------------------------	--------------------

BULK DRIVING RECORDS

20	03-24-94 - 04-19-94	1014
21	04-20-94 - 05-18-94	" ITEM #1.B.
22	05-19-94 - 06-14-94	" "
23	06-15-94 - 07-14-94	" "
24	07-15-94 - 08-09-94	" "
25	08-10-94 - 09-07-94	" "
26	09-08-94 - 10-05-94	" "
27	10-06-94 - 11-02-94	" "
28	11-03-94 - 12-01-94	" "
29	12-02-94 - 12-30-94	" "

COUNTER DRIVING RECORDS

30	03-25-94 - 04-06-94	1014
31	04-07-94 - 04-20-94	" ITEM#1.B.
32	04-21-94 - 05-04-94	" "
33	05-19-94 - 06-03-94	" "
34	06-04-94 - 06-20-94	" "
35	06-21-94 - 07-06-94	" "
36	07-07-94 - 07-21-94	" "
37	07-22-94 - 08-04-94	" "
38	08-05-94 - 08-20-94	" "
39	08-22-94 - 09-02-94	" "
40	09-03-94 - 09-20-94	" "
41	09-21-94 - 10-05-94	" "
42	10-06-94 - 10-20-94	" "
43	10-21-94 - 11-04-94	" "
44	11-07-94 - 11-22-94	" "
45	11-23-94 - 12-09-94	" "
46	12-12-94 - 12-27-94	" "
47	12-28-94 - 12-30-94	" "

ACCOUNTABILITY CERT. COUNTER & BULK

48	06-01-94 - 07-31-94	1014 ITEM#1.B.
----	---------------------	-------------------

PRINTOUT DUP TITLE

49	01-03-94 - 11-30-94	1014 ITEM#1.B.
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R-26

S-21-22

6 Emptyies

S-22

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.V. A.		ACCESSION NO. 95W24	DATE REC'D 7-8-94
B. DIVISION/UNIT FINANCE & STATISTICS		RM CODE 26.02.13	
C. MAILING ADDRESS 6601 RITCHIE HWY, GLEN BURNIE 21062		LOCATION RANGE SECTION(S) 164 10-11	NO. OF CU. FT. 45
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL FLORENCE CHANCE FTS		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	BULK	
1	06/16/93-07/14/93	# 1014 #1F 7/97
2	07/15/93-08/10/93	
3	08/11/93-09/07/93	
4	09/08/93-10/06/93	
5	10/07/93-11/01/93	
6	11/02/93-11/30/93	
7	12/01/93-12/28/93	
8	12/29/93-02/01/94	
9	02/02/94-02/28/94	
	U.M.P. RECEIPTS	
10	10/22/92-11/30/92	↓ disposal 7/23/97 AW
11	12/01/92-02/19/93	
12	02/22/93-04/23/93	
13	04/26/93-06/24/93	
14	06/25/93-08/25/93	
15	08/26/93-10/22/93	
16	10/25/93-12/20/93	
17	12/21/93-02/25/94	

17

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M. V. A.		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT FINANCE & STATISTICS			RM CODE
C. MAILING ADDRESS 6601 RITCHIE HWY. GLEN BURNIE 21062		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	EXPRESS	
18	10/01/93-11/17/93	1014 ↓ W
19	11/18/93-01/10/94	
20	01/11/94-02/28/94	
	BRANCHES	
21	09/23/93-10/08/93	
22	10/09/93-10/26/93	
23	10/27/93-11/15/93	
24	11/16/93-12/02/93	
25	12/03/93-12/20/93	
26	12/21/93-01/11/94	
27	01/12/94-01/31/94	
28	02/01/94-02/14/94	
21-A	7/01/93 - 7/19/93	

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M. V. A.		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT FINANCE & statistics			RM CODE
C. MAILING ADDRESS 6601 RITCHIE HWY GLEN BURNIE 21062		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-768-7584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	CERTIFIED COPY COUNTER/GRATIS	
29	06/17/93-06/29/93	1014 ↓
30	06/30/93-07/17/93	
31	07/20/93-08/02/93	
32	08/03/93-08/17/93	
33	08/18/93-08/31/93	
34	09/01/93-09/17/93	
35	09/18/93-10/02/93	
36	10/04/93-10/19/93	
37	10/20/93-11/04/93	
38	11/05/93-11/22/93	
39	11/23/93-12/09/93	
40	12/10/93-12/27/93	
41	12/28/93-01/12/94	
42	01/13/94-01/31/94	
43	02/01/94-02/11/94	
44	02/12/94-02/25/94	

R-164

S-~~8-23~~ S-10-11

45 - Boxes all together

Plus - Box 21-A

E X

X

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 29.01.03.02 Motor Vehicle Administration Information System Center		ACCESSION NO. 95W1278	DATE REC'D 4-5-95
B. DIVISION/UNIT Technical Services Division			RM CODE 26-02-14
C. MAILING ADDRESS One Orchard Road Glen Burnie, MD 21060 Room 201		RANGE 34	LOCATION SECTION(S) 31
D. PHONE NO. 410-768-7546		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL William A. Stemmer		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1 thru 3	Production ISC Reports FY (93-94) July 92 - Dec. 94	985-19 Dec. 1997 1/98	

disposal
5-6-98
[Signature]

MVA- INFO SYSTEM CENTER 26.02.14

Reporting Agency

TECHNICAL SERVICES DIV.-GLEN BR.

Division or Unit

Department of General Services
 Records Management Division
 7275 Waterloo Road (Rte. 175)
 P.O. Box 275
 Jessup, Maryland 20794-0275

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 Retain one (1) copy and
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 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W1276	UTILIZATION LOGS	985	10	7/93-6/94	6	7/16/97	RECYCLE
95W1277	PERSONNEL FILES	985	12	10/89-6/94	3	7/16/97	

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 273, JESSUP, MD. 20794 (TELEPHONE - 703-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

29:01:03:02

A. AGENCY
Motor Vehicle Administration
Information System Center

B. DIVISION/UNIT
Technical Services Division

C. MAILING ADDRESS
One Orchard Road
Glen Burnie, Md 21060

D. PHONE NO.
410-768-7546 2-23-95

E. AGENCY OFFICIAL
William Stemmer

ACCESSION NO.
95W1276

DATE RECEIVED
4-5-95

FILE CODE
26.02.14

LOCATION
RANGE 41 SECTION(S) 34

NO. OF COPIES
6

RECORDS CENTER MANAGER

TO BE COMPLETED AT
STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 6	Utilization Logs FY (94) July 93 - June 94	985-10 June 1997 Disposal 7-16-97 AW

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 273, JENKINS, MD. 20734 (TELEPHONE - 703-1373)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 29.01.03.02 1. Motor Vehicle Administration Information System Center	ACCESSION NO. 95W1277	DATE REC'D 4-5-95
B. DIVISION/UNIT Technical Services Division	RM CODE 26.02.14	
C. MAILING ADDRESS One Orchard Road Glen Burnie, Md 21060	LOCATION RANGE SECTION(S) 41 34	NO. OF DU. ST. 3
D. PHONE NO. 410-768-7546 2-23-95	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL William A. Stemmer	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 3	Personnel Files FY (90-94) Oct. 89 - June 94	985-12 June 1997 <i>Disposal</i> <i>7-16-97</i> <i>AW</i>

R-41

S-34

1 Empty

STATE HIGHWAY ADMIN. 26.03.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
PROJECT DEV. DIV. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
87W722	CORRESPONDENCE	944	1		3	7/10/97	RECYCLE

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.61.30 26.03.01		ACCESSION NO. 87W722	DATE REC'D 3-16-87
b) AGENCY State Highway Administration		LOCATION - RANGE SECTION(S) 14 32	
c) DIVISION/UNIT Project Development Division			
d) MAILING ADDRESS 707 N. Calvert Street Room #310 Baltimore, Maryland 21202		RECORDS CENTER MANAGER <div style="text-align: right; font-size: 2em;">3</div>	
e) AGENCY OFFICIAL 		PHONE NO. 659-1235	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
#1 - #3 #4 #5 #6 #7 #8 #9	Correspondence, reports, transcripts, photo, environmental assessments, brochures on Maryland Route 30 Hampstead By-Pass Report files #11, consultants studies, and public hearing transcripts on Maryland 543. Report file #11 and traffic files #6 on Ritchie Pkwy. Cost estimates, resumes, brochures on Maryland Route 543. Correspondence, agreements, schedules, invoices, work orders on Ritchie Pkwy. Correspondence, invoices, work orders, cost estimates, scripts, and graphic on Maryland 543, Transcripts and brochures on Maryland 289 Correspondence, engineering and design notes, and computer design input on Ritchie Pkwy. Correspondence, invoices, work orders, and reviews on Maryland 289. Report files on MD 5/MD 223 interchange.	Schedule #944 Item 1 Retain for 5 years then return to agency Disposed 7/20/87 July 1992 7/97 *Partial - 7/92 Destroyed Bxs - 4+5, 7+9 *Partial - 10/94 Bxs - 6+8 ↓	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

87W 722

R-14

~~S-67~~

S-32

BOXES - 1 thru 9*

Box No. # 6 is missing G.!

STATE HIGHWAY ADMIN. 26.03.02
Reporting Agency
CONTROLS/MBE/AAP-BALTO.
Division or Unit

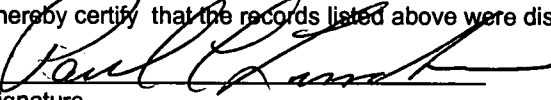
Department of General Services
Records Management Division
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

Prepare in duplicate
Retain one (1) 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		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
89W501	CONSTR/CONTRTS/ESTIM	1539		8/77-12/86	40	11/12/97	RECYCLE

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


Signature _____ Title Records Center Manager Date June 30, 1998

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 72.0	26.03.02	ACCESSION NO. 89W501	DATE REC'D 11-22-88
b) AGENCY State Highway Administration		LOCATION - RANGE 142	SECTION(S) 20-21
c) DIVISION / UNIT Controls/MBE/AAP Section Office of Construction		NO. OF CU. FT. 40	
d) MAILING ADDRESS State Highway Administration P.O. Box 717/707 N. Calvert Street Baltimore, MD 21203-0717		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Richard Weddle Assistant to Chief, BCI		PHONE NO. 333-1525	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS #1 thru #40	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Construction Contracts Estimates August 1977 to December 1986		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) Schedule: 1539 Item No. 1539 Jan. 1997
			Disposal 11/2/87 <i>[Signature]</i>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

R-1242

520-21

4 Empties

5-21

RECEIVED

OCT 26 1988

RECORDS MANAGEMENT
DIVISION

SHA 26.03.03	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
HDD/SEC J. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
93W36	CONTRACT No.	178	1	1/87-7/89	2	5/5/98	RECYCLE
96W1435	TIIME CARDS	1784	3	1992	4	5/6/98	
96W1462	HIGHWAY DEV.	1784	3	1980-1995	8	5/7/98	

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

_____ Records Center Manager June 30, 1998
 Signature Title Date
 DGS 550-2 (Rev. 1/93)

A. AGENCY 1. State Highway Administration		ACCESSION NO. 93W36	DATE REC'D 7-23-92
B. DIVISION/UNIT Highway Design Division / Section J			RM CODE 26.03.03
C. MAILING ADDRESS 211 E. MADISON ST BALT, MD 21207		LOCATION RANGE SECTION(S) 1 9	NO. OF CU. FT. 2
D. PHONE NO. (410) 333-1257		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Melvin STICKLES		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
2	CONTRACT No. P 185-251-371 MD 450/564 Milestone Reports, Correspondence 1/87 to 7/89	178 / # 1 December, 1997 1/98
3	CONTRACT No. P 185-251-371 MD 450/564 Misc. Reports & files	178 / # 1 December, 1997

DISPOSAL
5-5-98

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

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. State Highway Administration 707 N. Calvert Street Baltimore, Maryland 21201	Accession No. 96W1435	Date Rec'd 5-6-96 RM Code 26.03.03
B. Division/Unit Highway Design Division	Location Range Section(s) 8 25	No. of Cu. Ft. 4
C. Mailing Address 707 N. Calvert Street Mail Stop C102	Records Center Manager To Be Completed At State Records Management Center	
D. Phone No. (410) 545-8810		
E. Agency Official Mike Mariella		

2. Box Numbers	3. Description of Records with inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
1	Time Cards 1992 A-P	1784/3
2	Time Cards 1992 G-M	1999
3	Time Cards 1992 M-R	↓
4	Time Cards 1992 S-Z	1/98
		Disposal 5-6-98

E.X

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 96W1462	DATE REC'D 5-6-96
B. DIVISION/UNIT HIGHWAY DESIGN DIVISION 61.10			RM CODE 26.03.03
C. MAILING ADDRESS 707 N. CALVERT ST. BALTIMORE, MD. 21202		LOCATION RANGE SECTION(S) 15 19	NO. OF CU. FT. 8
D. PHONE NO. (410)-545-8806		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JOHN E MOLINARI		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
8 8	HIGHWAY DEVELOPMENT - BACK UP/ RESEARCH FILES & CONSULTANT CONTRACTS / WORK FILES 1980 TO 1995	1784/3 ALL IN 3yrs. Jan. 1998 OTHERS AS MARKED

DISPOSAL
5-7-98

SHA 26.03.04	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
ENG. ACC. PERMITS DIV. BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
91W269	PERMITS DIVISION	466A	1	1987	14	10/97	RECYCLE

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

_____ Signature DGS 550-2 (Rev. 1/93)	_____ Records Center Manger Title	_____ June 30, 1998 Date
---------------------------------------------	-----------------------------------------	--------------------------------

Project 356
16835
E

Connie to deliver original
8-1-90 to Jessup

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-789-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Maryland State Highway Administration 1. (Agency Code 00-29-0202)		ACCESSION NO. 91W269	DATE REC'D 9-28-90
B. DIVISION/UNIT Engineering Access Permits Division			RM CODE 26.03.04
C. MAILING ADDRESS P.O. BOX 717 707 N. Calvert Street Room 609 Baltimore, MD 21203		LOCATION RANGE SECTION(S) 149 2-3	NO. OF CU. FT. 14
D. PHONE NO. 333-1350		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>John Contestabile</i> John Contestabile, Chief		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	1968-87 to 2005-87	# 466A	
2	2006-87 to 2038-87	# 1	
3	2039-87 to 2072-87	Microfilm	
4	2073-87 to 2113-87	July 1997	
5	2114-87 to 2152-87	Disposal	
6	2155-87 to 2200-87	7-17-97	
7	2201-87 to 2243-87		
8	2244-87 to 2284-87		
9	2290-87 to 2334-87		
10	2335-87 to 2369-87		
11	2370-87 to 2410-87	Microfilmed	
12	2411-87 to 2451-87		
13	2452-87 to 2483-87		
14	2484-87 to 2520-87	10/97	

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. 92W1219	DATE RECEIVED 4-22-92
B. DIVISION / UNIT Office of Finance and Program Management	RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE 113	LOCATION SECTIONS 11
D. PHONE NO. 333-1447 Baltimore, Md. 21202	NO. OF CU. FT. 22	
E. AGENCY OFFICIAL	RECORDS CENTER MANAGER TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

1 ✓	DIST MANAGER RPT ALL DIST 11/29/91	1810	
2 ✓	MONTHLY WITHDRAWAL RPTS 6/28/91 TO 7/26/91	1005-6	1/97
3 ✓	INVENTORY WITHDRAWAL TKS 1990	1005-6	1/97
4 ✓	DIST MANAGER RPTS 8/91	1005-6	1/97
5 ✓	DIST MANAGER RPTS 9/27/91	1005-6	1/97
6 ✓	DIST MANAGER RPTS 10/30/91	1005-6	1/97
7 ✓	WITHDRAWAL ERROR LIST 9/01/91 TO 10/18/91	1005-6	1/97
8 ✓	WITHDRAWAL ERROR LIST 10/19/91 TO 11/27/91	1005-6	1/97
9 ✓	OPERATING S.S. DIST 1, 2, 3 9/27/91	1005-6	1/97
10 ✓	OPERATING S.S. DIST 4-7 9/27/91	1005-6	1/97
11 ✓	OPERATING S.S. & TRANS, LAB, TRAFFIC 9/27/91	1005-6	1/97
12 ✓	OPERATING S.S. DIST 1,2,3 10/25/91	1005-6	1/97
13 ✓	OPERATING S.S. DIST 4-7 10/25/91	1005-6	1/97
14 ✓	OPERATING S.S. & TRANS, LAB, TRAFFIC 10/25/91	1005-6	1/97
15 ✓	MATERIALS/SUPPLY BACKUP 1990-1991	1005-6	1/97
16 ✓	NON CORRECTED ERROR SUSPENSE LIST 9/01/91 TO 10-24/91	1005-6	1/97
17 ✓	NON CORRECTED ERROR SUSPENSE RPT 10/25/91 TO 12/27/91	1005-6	1/97
18 ✓	RECEIVING DOC ERROR 6/01/91 TO 11/15/91	1005-6	1/97
19 ✓	OPERATING S.S. DIST 1, 2, 3 11/29/91	1005-6	1/97
20 ✓	OPERATING S.S. DIST 4-7 11/29/91	1005-6	1/97
21 ✓	OPERATING S.S. & TRANS, LAB, TRAFFIC 11/29/91	1005-6	1/97
22 ✓	DIST MANAGERS RPT ALL DIST 5/24/91	1005-6	1/97

Disposal
2/7/97
PC

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W598	DATE RECEIVED 12-11-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 116	LOCATION SECTIONS 35
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	OPERATING S.S. DIST 1, 2, 3 08/23/91	1005-6	1/97
2	OPERATING S.S. 10.80 TO 10.99 & TRANS 8/23/91	1005-6	1/97
3	OPERATING S.S. DIST 4, 5, 6, 7 08/23/91	1005-6	1/97
4	INVENTORY MASTER UPDATE LIST 08/90 TO 08/31/91	1005-6	1/97
5	DIST MANAGERS REPORT 07/26/91	1005-6	1/97
6	WITHDRAWAL ACCEPTED 07/02/91 TO 07/31/91	1005-2	1/97

*Disposal
2/7/97
OK*

595

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1369		DATE RECEIVED 4-26-95	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 107 SECTIONS 26		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | EQUIPMENT USAGE REPORT FORM 590 (VEHICLE) MARCH & APRIL 1994 ✓
 2 | VEHICLE USAGE REPORTS JAN - FEB 1994 ✓

1649
 1022-12 1/97
 1022-12 1/97

Disposal
 2/6/97
 PL

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W2	DATE RECEIVED 7-14-92		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 104	LOCATION SECTIONS 18	NO. OF CU. FT. 35 36	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VOUCHERS 230992 TO 231277	¹⁸¹⁰ 884-1	1/97
2	VOUCHERS 231278 TO 231564	884-1	1/97
3	VOUCHERS 231565 TO 231761	884-1	1/97
4	VOUCHERS 231762 TO 232043	884-1	1/97
5	VOUCHERS 232044 TO 232331	884-1	1/97
6	VOUCHERS 232332 TO 232681	884-1	1/97
7	VOUCHERS 232682 TO 233003	884-1	1/97
8	VOUCHERS 233004 TO 233310	884-1	1/97
9	VOUCHERS 233311 TO 233717	884-1	1/97
10	VOUCHERS 233718 TO 234012	884-1	1/97
11	VOUCHERS 234013 TO 234304	884-1	1/97
12	VOUCHERS 234305 TO 234807	884-1	1/97
13	VOUCHERS 234808 TO 235157	884-1	1/97
14	VOUCHERS 235158 TO 235496	884-1	1/97
15	VOUCHERS 235497 TO 235765	884-1	1/97
16	VOUCHERS 235766 TO 236029	884-1	1/97
17	VOUCHERS 236030 TO 236299	884-1	1/97
18	VOUCHERS 236300 TO 236600	884-1	1/97
19	VOUCHERS 236601 TO 236929	884-1	1/97
20	VOUCHERS 236930 TO 237256	884-1	1/97
21	VOUCHERS 237257 TO 237528	884-1	1/97
22	VOUCHERS 237529 TO 237729	884-1	1/97
23	VOUCHERS 237730 TO 238015	884-1	1/97
24	VOUCHERS 238016 TO 238380	884-1	1/97
25	VOUCHERS 238381 TO 239192	884-1	1/97
26	VOUCHERS 239193 TO 239470	884-1	1/97
27	VOUCHERS 239471 TO 239726	884-1	1/97
28	VOUCHERS 239727 TO 240126	884-1	1/97
29	VOUCHERS 240127 TO 240439	884-1	1/97
30	VOUCHERS 240440 TO 240653	884-1	1/97
31	VOUCHERS 240654 TO 240974	884-1	1/97
32	VOUCHERS 240975 TO 241282	884-1	1/97
33	VOUCHERS 241283 TO 241566	884-1	1/97
34	VOUCHERS 241567 TO 241932	884-1	1/97

870 Box 36 238871 TO 239192

Dispose!
2/5/97
[Signature]

35 ✓ | VOUCHERS 241933 TO 242396

36 | 238871 TO 239192

| 884-1

1/97

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1412		DATE RECEIVED 6-2-92
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 119		RM CODE 26.0305
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 15	NO. OF CU. FT. 9	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	WITHDRAWAL ACCEPTED 02/01/92 TO 02/28/92	1022-6	1/96
2	OPERATING S.S. LAB, TRAFF & TRANS 01/24/92	1022-6	1/96
3	OPERATING S.S. DIST 4,5,6,7 01/24/92	1022-6	1/96
4	OPERATING S.S. DIST 1,2,3 01/24/92	1022-6	1/96
5	WITHDRAWAL ACCEPTED 09/04/91 TO 09/31/91	1022-6	1/96
6	WITHDRAWAL ACCEPTED LIST & AUTOMATED GAS SHEETS 1991 12/14/91 TO 12/31/91	1022-6	1/96
7	WITHDRAWAL ERRORS 01/01/92 TO 03/25/92	1022-6	1/96
8	RECEIVING DOC ERROR & ACCEPTED 8/91 TO 1/92	1022-6	1/96
9	WITHDRAWAL ACCEPTED 01/01/92	1022-6	1/96

*Disposal
2/12/97
[Signature]*

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 946924		DATE RECEIVED 3-23-94
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 118	LOCATION SECTIONS 3	NO. OF CU. FT. 11
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	FEDERAL BILLINGS 07/01/92 - 06/30/93 FTA & FHWA (TSD)	858-14	1/1997
2	FEDERAL BILLING 1984 - 1987 (TSO)	858-14	1/1997
3	FEDERAL BILLING 1984 - 1989 FRA, FHWA, FAA, MTS	858-14	1/1997
4	GENERAL LEDGER 07/01/90 - 07/31/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
5	GENERAL LEDGER 06/01/89 - 06/30/89 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
6	GENERAL LEDGER 06/01/90 - 06/30/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
7	GENERAL LEDGER 12/01/90 - 12/31/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
8	GENERAL LEDGER 11/01/90 - 11/30/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
9	GENERAL LEDGER 09/01/90 - 09/30/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
10	GENERAL LEDGER 10/01/90 - 10/31/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997
11	GENERAL LEDGER 12/01/90 - 12/31/90 TSD, DAS, SRA, DSR, TRS 30003 REPOR T, OASM 30691, 30692, 30695	858-16	1/1997

Disposal
2/12/97
OK

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W290	DATE RECEIVED 10-16-87
b. AGENCY State Highway Administration		7 RANGE 12 SECTIONS	NO. OF CU. FT. 2
c. DIVISION UNIT Office of Finance & Program Management			RECORDS CENTER MANAGER
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e. AGENCY OFFICIAL <i>William Bennett</i> PHONE NO. 333-1442		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		

1	TSO,OAS,SRA,TRS,DSR - 7/1/86 - 12/31/86 Journal Entries box 1 of 2	858-13	01-97
2	TSO,OAS,SRA,TRS,DSR - 1/1/87 - 6/30/87 Journal Entries box 2 of 2	858-13	01-97

*Disposal
2/18/87
[Signature]*

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W599		DATE RECEIVED 12-11-91
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 121	LOCATION SECTIONS 12-13	NO. OF CU. FT. 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	VOUCHERS 164747 TO 200121	⁸⁰⁹ 884-1 1/97
2	VOUCHERS 200122 TO 200424	884-1 1/97
3	VOUCHERS 200425 TO 200776	884-1 1/97
4	VOUCHERS 200777 TO 201114	884-1 1/97
5	VOUCHERS 201115 TO 201319	884-1 1/97
6	VOUCHERS 201320 TO 201756	884-1 1/97
7	VOUCHERS 201757 TO 202138	884-1 1/97
8	VOUCHERS 202139 TO 202436	884-1 1/97
9	VOUCHERS 202437 TO 202728	884-1 1/97
10	VOUCHERS 202729 TO 203068	884-1 1/97
11	VOUCHERS 203069 TO 203416	884-1 1/97
12	VOUCHERS 203417 TO 203709	884-1 1/97
13	VOUCHERS 203710 TO 203900	884-1 1/97
14	VOUCHERS 203901 TO 204241	884-1 1/97
15	VOUCHERS 204242 TO 204535	884-1 1/97
16	VOUCHERS 204536 TO 204772	884-1 1/97
17	VOUCHERS 204773 TO 205038	884-1 1/97
18	VOUCHERS 205039 TO 205295	884-1 1/97
19	VOUCHERS 205296 TO 205640	884-1 1/97

Disposal
2/18/97
[Signature]

R-121

S-12-13

1 empty

R121


S13

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1218		DATE RECEIVED 4-22-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 6	LOCATION 9	NO. OF CU. FT. 10	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	WITHDRAWAL RPTS ALL DIST 08/22/91 TO 09/27/91	1810 1005-2	1/97
2 ✓	OPERATING STOCK STATUS 4-7 12/27/91	1005-6	1/97
3 ✓	ADDITIONS TO HISTORY FILE 11/17/91 TO 12/31/91 STATIONARY REQ 8/91 TO 10/91	1005-6	1/97
4 ✓	DIST MANAGERS RPT 12/27/91	1005-6	1/97
5 ✓	OPERATING STOCK STATUS LAB, TRAFFIC, TRANSACTION 12/27/91	1005-6	1/97
6 ✓	MONTHLY RPT STOCK STATUS DIST 1-2-3 12/27/91	1005-6	1/97
7 ✓	WITHDRAWAL ACCEPTED 10/01/91 TO 10/31/91	1005-2	1/97
8 X	WITHDRAWAL ACCEPTED 09/09/91 TO 10/31/91	1005-2	1/97
9 ✓	WITHDRAWAL ACCEPTED 08/01/91 TO 08/31/91	1005-2	1/97
10 ✓	WITHDRAWAL ACCEPTED 11/02/91 TO 12/31/91	1005-2	1/97

Disposal
 2/18/97


E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W1129		DATE RECEIVED 3-26-96
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 25	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | TIME CARDS REMARKS 1994

1813 ±
~~731-27~~

1/97

D disposal
2/19/97
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1133

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W663		DATE RECEIVED 11-10-92	
B. DIVISION / UNIT Office of Finance and Program Management		LOCATION RANGE 123 SECTIONS 34		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202				NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ 1199 & 1126 JAN 89 TO DEC 89
 2 ✓ GENERAL SEPT - DEC 89

1191-4 1/97
 1191-4 1/97

MATH 4/17

*Disposal
 2/18/97
 [Signature]*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

I. A. AGENCY State Highway Administration		ACCESSION NO. 906256	DATE RECEIVED 9-27-89
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 202 North Calvert Street Baltimore, Md. 21202		RANGE 119	LOCATION SECTIONS 7
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CO. FT. 41	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PRQ95 5/31/89 TO 7/11/89
	PRQ95
	PRQ95
	PRQ95

1813 #2	731-11	1/97
	731-11	1/97
	731-11	1/97
	731-11	1/97

Disposal
 2/12/97
[Signature]

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO.	DATE RECEIVED	
	92W428	10-23-91	
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE	26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE 105	LOCATION SECTIONS 22	NO. OF CU. FT. 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	WITHDRAWAL ERRORS 08/01/91 TO 09/14/91	1810-1005-2	1/97
2 ✓	OPERATING STOCK STATUS 07/26/91	1005-6	1/97
3 ✓	NON CORRECTED ERROR SUSPENS LIST 07/01/91 TO 08/30/91	1005-6	1/97
4 ✓	OPERATING STOCK STATUS DIST 1, 2, 3	1005-6	1/97
5 ✓	PURCHASE ORDER ERROR 03/91 TO 08/31/91	1005-4	1/97
6 ✓	OPERATING STOCK STATUS 4, 5, 6, 7 07/26/91	1005-6	1/97

Disposal
2/3/97
09

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

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 92W1413		DATE RECEIVED 6-2-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.0305	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 102		LOCATION SECTIONS 23-24	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		NO. OF CU. FT. 43-42	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1 ✓	VOUCHERS 205641 TO 205935	¹⁸⁰⁹ 884-1 1/97
2 ✓	VOUCHERS 205936 TO 206185	884-1 1/97
3 ✓	VOUCHERS 206186 TO 206531	884-1 1/97
4 ✓	VOUCHERS 206532 TO 206858	884-1 1/97
5 ✓	VOUCHERS 206859 TO 207096	884-1 1/97
6 ✓	VOUCHERS 207097 TO 207457	884-1 1/97
7 ✓	VOUCHERS 207458 TO 207759	884-1 1/97
8 ✓	VOUCHERS 207760 TO 208097	884-1 1/97
9 ✓	VOUCHERS 208098 TO 208405	884-1 1/97
10 ✓	VOUCHERS 208406 TO 208720	884-1 1/97
11 ✓	VOUCHERS 208721 TO 208957	884-1 1/97
12 ✓	VOUCHERS 208958 TO 209292	884-1 1/97
13 ✓	VOUCHERS 209293 TO 209687	884-1 1/97
14 ✓	VOUCHERS 209688 TO 209979	884-1 1/97
15 ✓	VOUCHERS 209980 TO 210140	884-1 1/97
16 ✓	VOUCHERS 210141 TO 210518	884-1 1/97
17 ✓	VOUCHERS 210519 TO 210865	884-1 1/97
18 ✓	VOUCHERS 210866 TO 211226	884-1 1/97
19 ✓	VOUCHERS 211227 TO 211538	884-1 1/97
20 ✓	VOUCHERS 211539 TO 211983	884-1 1/97
21 ✓	VOUCHERS 211984 TO 212299	884-1 1/97
22 ✓	VOUCHERS 212300 TO 212571	884-1 1/97
23 ✓	VOUCHERS 212572 TO 212889	884-1 1/97
24 ✓	VOUCHERS 212890 TO 213200	884-1 1/97
25 ✓	VOUCHERS 213201 TO 213526	884-1 1/97
26 ✓	VOUCHERS 213527 TO 213793	884-1 1/97
27 ✓	VOUCHERS 213794 TO 213943	884-1 1/97
28 ✓	VOUCHERS 213944 TO 214246	884-1 1/97
29 ✓	VOUCHERS 214247 TO 214547	884-1 1/97
30 ✓	VOUCHERS 214548 TO 214830	884-1 1/97
31 ✓	VOUCHERS 214831 TO 215147	884-1 1/97
32 ✓	VOUCHERS 215148 TO 215488	884-1 1/97
33 ✓	VOUCHERS 215489 TO 215779	884-1 1/97
34 ✓	VOUCHERS 215780 TO 216050	884-1 1/97

TRAFFIC

*Disposal
2/4/87
[Signature]*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1419	DATE RECEIVED 6-3-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 102	LOCATION SECTIONS 25
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 17	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	WITHDRAWAL RPT 10/25/91 TO 11/29/91	¹⁸¹⁰ 1005-2	1/97
2 ✓	WITHDRAWAL TKS 345001-348000 BDX 44 1991	1005-2	1/97
3 ✓	PURCHASE ORDER ERROR LIST 09/01/91	1005-4	1/97
4 ✓	PURCHASE ORDER ACCEPTED 06/01/91 TO 11/31/91	1005-4	1/97
5 ✓	DAILY GAS TKS 1991 BDX 60	1005-1	1/97
6 ✓	DAILY GAS TKS 1991 BDX 61	1005-1	1/97
7 ✓	DAILY GAS TKS 1991 BDX 62	1005-1	1/97
8 ✓	DAILY GAS TKS 1991 BDX 63	1005-1	1/97
9 ✓	DAILY GAS TKS 1991 BDX 64	1005-1	1/97
10 ✓	DAILY GAS TKS 1991 BDX 65	1005-1	1/97
11 ✓	WITHDRAWAL TKS 1991 BDX 40	1005-2	1/97
12 ✓	WITHDRAWAL TKS 1991 BDX 41	1005-2	1/97
13 ✓	WITHDRAWAL TKS 1991 BDX 42	1005-2	1/97
14 ✓	WITHDRAWAL TKS 1991 BDX 43	1005-2	1/97
15 ✓	WITHDRAWAL TKS 1991 BDX 45	1005-2	1/97
16 ✓	WITHDRAWAL TKS 1991 BDX 46	1005-2	1/97
17 ✓	DAILY GAS TKS 1991 BDX 66	1005-1	1/97

*Disposal
2/4/97
R*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1414		DATE RECEIVED 6-2-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 102		LOCATION SECTIONS 24	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		NO. OF CU. FT. 13	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	VOUCHER ASST SEC 92-014 TO 92-019	858-28	1/97
2	AGENCY INTERFACE 92-0133 TO 92-0152	858-28	1/97
3	AGENCY INTERFACE 92-0155 TO 92-0178	858-28	1/97
4	AGENCY INTERFACE 92-0114 TO 92-0131	858-28	1/97
5	AGENCY INTERFACE 92-0086 TO 92-0112	858-28	1/97
6	AGENCY INTERFACE 92-0183 TO 92-0202	858-28	1/97
7	VOUCHER ASST SEC 92-020 TO 92-028	858-28	1/97
8	VOUCHER ASST SEC 92-015 TO 92-027	858-28	1/97
9	D.O.T. ASST SEC 92-007 TO 92-013	858-28	1/97
10	SEC 92-005 TO 92-014	858-28	1/97
11	RAILROAD 92-004 TO 92-013	858-28	1/97
12	VOUCHER MNGT STUO FINANCE 88-029-92-0190-91-030-92-019	858-28	1/97
13	RAILROAD 92-014 TO 92-027	858-28	1/97

Disposal
 2/4/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W382</i>	DATE RECEIVED <i>9-24-92</i>		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26-03-05</i>		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>104</i>	LOCATION SECTIONS <i>17</i>	NO. OF CU. FT. <i>3</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)			

1	FINAL VOUCHER CLEARED 07/01/91 TO 12/31/91	739-10	1/97
2	FINAL VOUCHER CLEARED 07/01/91 TO 12/31/91	739-10	1/97
3	FINAL VOUCHER CLEARED 07/01/91 TO 12/31/91	739-10	1/97

Disposal
2/5/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1579)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W175	DATE RECEIVED 8-15-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 109	LOCATION SECTIONS 17
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 PATROLL JOURNAL PAY 21 & 22 10/05/90 TO 10/17/90

1813 #7

1/97

Disposal
2/6/97
PC

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W7	DATE RECEIVED 7-15-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | EXEMPT PURCHASE ORDERS 1991

1810
1005-6 | 1/97

1/97

Disposal
5-20-98
AW

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W8	DATE RECEIVED 7-15-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1. ✓ | CREDIT CARDS F/Y 90 & 91

1809
884-5 | 1/97

1/97

disposal
5-20-98
dw

641

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 956307	DATE REC'D 8-29-94
B. DIVISION/UNIT HAULING PERMIT SECTION			RM CODE 26.03.06
C. MAILING ADDRESS OFFICE OF TRAFFIC & SAFETY 7491 CONNELLEY DRIVE HANOVER, MD 21076		LOCATION RANGE SECTION(S) 3 34	NO. OF CU. FT. 21
D. PHONE NO. (410) 787-4082		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL DARLENE EIDE (410) 787-4082		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PINK COPIES FROM JULY TO DECEMBER 1993	DISPOSAL DATE JANUARY 1997
1	COMPANY LEDGERS (A -- B)	<i>Sch. #491-1829</i> <i>Item # 2</i> <i>Disposed</i> <i>2/12/97</i> <i>R</i>
2	COMPANY LEDGERS (C -- CZ)	
3	COMPANY LEDGERS (D -- F)	
4	COMPANY LEDGERS (G -- H)	
5	COMPANY LEDGERS (I -- M)	
6	COMPANY LEDGERS (N -- R)	
7	COMPANY LEDGERS (S -- WK)	
8	COMPANY LEDGERS (WK -- TO BUDS PERMIT SERVICE)	
9	PERMIT SERVICE (BUDS -- TO CUMMINS CASH)	
10	PERMIT SERVICE (CUMMINS CASH -- STATE PERMIT)	
11	PERMIT SERVICE (MARYLAND PERMIT SERVICE)	
12	PERMIT SERVICE (DAILY EXPRESS INC.)	
13	PERMIT SERVICE (INTERSTATE PERMIT -- TRANSCOM PERMIT)	
14	PERMIT SERVICE (TRANSCOM PERMIT)	
15	PERMIT SERVICE (XERO FAX)	
16	PERMIT SERVICE (XERO FAX -- TRANSCEIVER)	
17	PERMIT SERVICE (TRANSCEIVER)	
18	PERMIT SERVICE (TRANSCEIVER)	
19	PERMIT SERVICE (TRANSCEIVER)	
20	PERMIT SERVICE (TRANSCEIVER)	
21	PERMIT SERVICE (TRANSCEIVER -- NANTICOKE HOMES)	

STATE HIGHWAY ADMIN. 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
OFFICE OF F & P MGMT-BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
88W465	JOURNAL ENTRY LIST	1649		7/86-12/86	3	5/6/98	RECYCLE
89W528	SUSPENSE PAYROLL	1649		6/86-7/86	4	5/6/98	
94W535	EQUIP. USUAGE REPORT	1649		1992-1993	6	11/12/97	
91W456	PAYROLL JOURNAL	1813	7	1989	3	7/12/97	
87W254	DOT-STARS	858	5	1986	3	1/20/98	
90W568	PAYROLL CKECK REGTR.	1813	7	1989	5	1/02/98	
94W753	DATA PERM & TEMPS.	1813	4	1989-1992	6	1/22/98	
95W1667	ADVANCE SICK LEAVE	1813	16	1994	4	5/20/98	
92W429	VOUCHERS LIST	858	28	1992	3	12/12/97	
89W878	YEAR END EVR-25	1619	5	1984-1985	1	12/12/97	
93W849	MONTHLY BILLWORK	1191	4	7/89-12/89	1	11/20/97	
91W157	GROSS & DEDUCT JRNAL	1813	7	1988-1989	3	11/19/97	
88W262	TSO,OAS,TRS,DSR	858	2	1986-1987	8	11/19/97	
92W197	STATE RAILROAD ADMIN	858	28	1991	6	12/23/97	
92W198	AGENCY INTERFACE	1809	2	6/25/91-7/19/91	1	12/23/97	
87W578	TRIAL BALANCE	1649		7/85-10/85	3	11/19/97	
91W457	GROSS & DEDUCT JRNAL	1813	7	6/27/90-8/21/90	6	2/6/97	
94W227	STATE OVERTIME	1813	6	1988-1997	7	2/18/97	
94W427	AGENCY INTERFACE	858	2	1991	3	12/23/97	
95W554	WEEKLY FUEL REPORT	1810	11	1/92-5/92	1	12/23/97	
96W540	RECORD TITLE	1649	15	1990-1993	1	12/23/97	
93W6	EXPENSE ACCOUNT	1809	1	1997	2	12/23/97	
95W1644	PAYROLL REMARKS	1813	11	4/28/93-10/18/93	2	1/20/98	
90W1067	PAYROLL JOURNAL CHCK	1813	7	7/12/89-12/26/89	5	2/7/97	
93W1559	OPERATING S. S. REPORTS	1810	5	1988-1991	2	2/7/97	
93W361	VENDOR PAYMENT RPT	1809	10	5/91-8/91	2	2/7/97	

E

RECORDS TRANSMITTAL AND RECEIPT

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

X

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W465	DATE RECEIVED 12-10-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 42	LOCATION SECTIONS 34
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 3	
e. AGENCY OFFICIAL PHONE NO. 333-1442		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ JOURNAL ENTRY PROOF LIST 07/86 TO 12/86
- 2 ✓ TRIAL BALANCES 07/86 TO 09/86
- 3 ✓ TRIAL BALANCES 10/86 TO 12/86

918-8	1649	01/97
918-6		01/97
918-6		01/97

Disposal
56-98
HW

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W846	DATE RECEIVED 1-23-96		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-0305		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 1	LOCATION SECTIONS 34	NO. OF CU. FT. 7	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	EQUIPMENT USAGE REPORT DEC. 1994	1649-13	7/98
2	EQUIPMENT USAGE REPORT FEB. 1995	1649-13	7/98
3	EQUIPMENT USAGE REPORT MARCH 1995	1649-13	7/98
4	EQUIPMENT USAGE REPORT APRIL 1995	1649-13	7/98
5	EQUIPMENT USAGE REPORT MAY 1995	1649-13	7/98
6	EQUIPMENT USAGE REPORT JUNE 1995	1649-13	7/98
7	EQUIPMENT USAGE REPORT JULY 1995	1649-13	7/98

Disposed
9/18/98
MR

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W805	DATE RECEIVED 12-26-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 1	LOCATION SECTIONS 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	CASH RECEIPT BACK UP, CASH RECEIPT SPEC. CK. COPIES 11/25/93 - 12/28/93
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1811	799-2	7/98
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*Disposed
4/15/98
JPM*

1117

RI
SI

⊕ SPACOS

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W528	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 37	LOCATION SECTIONS 17
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ SUSPENSE PAYROLL RUNS 92,95; 1,2,3 06/86 TO 07/86
- 2 ✓ SUSPENSE PAYROLL 09/86 RUNS 10-18 RUN 10
- 3 ✓ PDN CODES FY 86
- 4 ✓ JOURNAL ENTRY PROOF LIST 05/86 TO 06/86

- ~~1022-4~~ 1022-4 01/97
- 1022-4 01/97
- 1022-9 01/97
- 1022-8 01/97

*Disposal
56-28
AW*

RECORDS TRANSMITTAL AND RECEIPT

E
 DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 2750 JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W535	DATE RECEIVED 10-26-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 142	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL <i>William R Burdette</i>		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	EQUIPMENT USAGE REPORTS - FORM 590D (VEHICLES) AUGUST	1022-12	1/1997
2	EQUIPMENT USAGE REPORTS - FORM 590D (VEHICLES) MAR & APRIL 1993	1022-12	1/1997
3	EQUIPMENT USAGE REPORTS - FORM 590D (EQUIPMENT) SEPT 1992	1022-13	1/1997
4	EQUIPMENT USAGE REPORTS - FORM 590D (EQUIPMENT) APRIL 1993	1022-13	1/1997
5	EQUIPMENT USAGE REPORTS - FORM 590D (EQUIPMENT) MARCH 1993	1022-13	1/1997
6	EQUIPMENT USAGE REPORTS - FORM 590D (EQUIPMENT) OCT 1992	1022-13	1/1997

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275 JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W456		DATE RECEIVED 11-5-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 143		LOCATION SECTIONS 21	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	PAYROLL JOURNAL & CHECK REG 10/31/89	1813 #7 731-11	1/97
2	CHECK REG 9/19/89	731-11	1/97
3	PRC40 JOURNALS 7/18/89 TO 12/89 P.26	731-11	1/97

disposal
11/12/97

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 279, ANNAPOLIS, MD. 20704 (TELEPHONE - 780-1870)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		2. NUMBER 26.0305		3. DATE REC'D 87W254 10-2-86	
4. AGENCY State Highway Administration		5. LOCATION - RANGE 42		6. SECTIONS 24	
7. DIVISION/UNIT Office of Finance & Program Mgmt.		8. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		9. NO. OF QU. FT. 3	
10. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		11. PHONE NO. 659-1442		12. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
13. BOX NUMBER	14. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	15. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	DOT-STARS (OAS) - Fiscal Year 1986	858-5 12-86			
2	DOT-STARS (TSO) - Fiscal Year 1986	" "			
3	DOT-STARS (SRA, DSR, TRS) Fiscal Year 1986	" "			
		Jan. 1997			
		Disposal 1/20/98 gjc			

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DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR POINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W568		DATE RECEIVED 12-4-89	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 787 North Calvert Street Baltimore, Md. 21202		RANGE 42		LOCATION SECTIONS 30	
D. PHONE NO. 333-1447 Baltimore, Md. 21202				NO. OF CO. FT. 5	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
				TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- 1 ✓ PAYROLL CHECK REGISTER 7/11/89 TO 7/25/89
- 2 ✓ PAYROLL JOURNAL & CHECK REG. 5/17/89 TO 7/11/89
- 3 ✓ PAYROLL CHECK REGISTER 8/08/89 TO 8/22/89
- 4 ✓ PRQ 95 7/12/89 TO 9/05/89
- 5 ✓ PRQ 95 9/06/89 TO 10/17/89

1813 #7	
731-11	1/97
731-11	1/97
731-11	1/97
731-11	1/97
731-11	1/97

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1/02/98
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P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. 94W753	DATE RECEIVED 2-15-94
B. DIVISION / UNIT Office of Finance and Program Management	RANGE 51	RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	LOCATION SECTIONS 31	NO. OF CU. FT. 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

- | | | |
|---|----------------------------------------|--|
| 1 | DATA INPUTS PERM. & TEMPS PAYS 16 - 20 | |
| 2 | DATA INPUTS PERM. & TEMPS PAYS 11 - 15 | |
| 3 | DATA INPUTS PERM. & TEMPS 1 - 6 | |
| 4 | DATA INPUTS PERM. & TEMPS PAYS 21 - 26 | |
| 5 | MONEY ADJUSTMENT 1992 | |
| 6 | MASTER CARD AUTHORIZATION 1989 - 1992 | |

<i>1813</i>	<i>± 4</i>	
731-05		1/97
731-05		1/97
731-05		1/97
731-05		1/97
731-05		1/97
731-02	<i>± 1</i>	1/97

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1/22/98
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>95W1667</i>		DATE RECEIVED <i>6-14-95</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>43</i>	LOCATION SECTIONS <i>9</i>	NO. OF CU. FT. <i>4</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	ADVANCE SICK LEAVE DATES 85-92 FINISHED BY 02/31/92 ✓	<i>1813 #16</i> 731-23	1/97
2	TIME CARDS REMARKS 1-94 ✓	731-17	1/97
3	PAYROLL REMARKS RECAP 01/19/94 - 03/01/94 ✓	731-17 <i>#11</i>	1/97
4	PAYROLL REMARKS RECAP 12/08/94 - 04/18/94 ✓	731-17	1/97

1/97

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 92W429		DATE RECEIVED 10-23-91	
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05			
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35		LOCATION SECTIONS 34	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓	VOUCHERS SEC OFFICE LIST 91-044 TO 92-004	858-28	1/97
2 ✓	VOUCHERS SEC OFFICE LIST 92-001 TO 92-006	858-28	1/97
3 ✓	VOUCHERS STATE RAILROAD LIST 92-048 TO 92-003	858-28	1/97

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W878	DATE RECEIVED 3-2-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 34	LOCATION SECTIONS 31
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 1	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES YEAR END EVR-25 RPTS FOR FY 1984-85	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 1649#5 1022-6 1-96 1-97	

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W849		DATE RECEIVED 1-13-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 33		LOCATION SECTIONS 13	
D. PHONE NO. 333-1447 Baltimore, Md. 21202				NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | MONTHLY BILLWORK PRS 7/89 TO 12/89

1191-4 | 1/97

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1. A. AGENCY State Highway Administration		ACCESSION NO. 91W157	DATE RECEIVED 8-13-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32	LOCATION SECTIONS 25
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	GROSS & DEDUCTION JOURNAL 7/12/89 TO 07/25/89	1813 #7 731-11	1/97
2	TWO GROSS & ONE DEDUCTION JOURNAL 11/02/88 TO 11/29/88	731-11	1/97
3	ONE GROSS & TWO DEDUCTION JOURNALS 11/16/88 TO 12/13/88	731-11	1/97

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 11/19/97
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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W262	DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 32	LOCATION SECTIONS 10
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 8	
e. AGENCY OFFICIAL <i>William R. Burdett</i>		PHONE NO. 333-1442	RECORDS CENTER MANAGER
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	TSO- (G/L) 30691,92 7/1/86 - 6/30/87 YTD box 1 OF 2	858-2	01-97
2 ✓	TSO- (P/L) 30695 & SRA - 30691,92,95 YTD 7/1/86 - 6/30/87 box 2 of 2	858-2	01-97
3 ✓	OAS- (G/L) 30691 7/1/86 - 6/30/87 YTD box 1 of 2	858-2	01-97
4 ✓	OAS,TRS,DSR- (G/L) 30691 7/1/86 - 6/30/87 YTD box 2 of 2	858-2	01-97
5 ✓	OAS- (G/L) 30692 7/1/86 - 6/30/87 YTD box 1 of 2	858-2	01-97
6 ✓	OAS- (G/L) 30692 7/1/86 - 6/30/87 YTD box 2 of 2	858-2	01-97
7 ✓	OAS- (P/L) 30695 7/1/86 - 6/30/87 YTD box 1 of 2	858-2	01-97
8 ✓	OAS- (P/L) 30695 7/1/86 - 6/30/87 YTD box 2 of 2	858-2	01-97

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 11/19/87
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DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO.	DATE RECEIVED
	92W197	8-23-91
B. DIVISION / UNIT Office of Finance and Program Management	RANGE	RM CODE
	14	26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	LOCATION	NO. OF CU. FT.
	21	6
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

1	STATE RAILROAD ADMIN 91-039 TO 91-047	858-28	1/97
2	ASST SEC. 91-041 TO 91-047	858-28	1/97
3	ASST SEC. 91-035 TO 91-040	858-28	1/97
4	SEC OFFICE 91-031 TO 91-043	858-28	1/97
5	MANUELS & MEMOS 4013798 TO 4014267	858-28	1/97
6	STATE RAILROAD 91-030 TO 91-038	858-28	1/97

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 12/23/97
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4 Empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W198		DATE RECEIVED 8-23-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION 21	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | AGENCY INTERFACE 92-0410 TO 92-0006 06/25/91 TO 07/19/91

1809
-884-2

1/97

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12/23/97
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

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1. AGENCY CODE 29.02.01 <i>26.03.05</i>		ACCESSION NO. 	DATE REC'D
2. AGENCY State Highway Administration		87W578	1-19-87
3. DIVISION/UNIT Office of Finance & Program Management		LOCATION - RANGE SECTIONS <i>32</i> <i>15</i>	NO. OF CU. FT <i>3</i>
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1 2 3	Trial Balance Open and Closed July 85 to December 85 Suspense List Files December 85 to December 85 Journal Entry Back-up July 85 to October 85	1649 918-5 1-95 918-4 1-95 918-7 1-95	

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W457	DATE RECEIVED 11-5-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 109	LOCATION SECTIONS 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	GROSS & DEDUCTION JOURNALS 06/27/90 TO 07/10/90	731-11 1813 #7	1/97
2	GROSS & DEDUCTION JOURNALS 05/30/90 TO 06/12/90	731-11	1/97
3	GROSS & DEDUCTION JOURNALS 07/11/90 TO 07/24/90	731-11	1/97
4	GROSS & DEDUCTION JOURNALS 07/25/90 TO 08/07/90	731-11	1/97
5	CHECK REGISTER 06/27/90 TO 07/24/90	731-11	1/97
6	CHECK REGISTER 07/25/90 TO 08/21/90	731-11	1/97

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W227		DATE RECEIVED 8-23-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 8	LOCATION SECTIONS 12	NO. OF CU. FT. 7
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL <i>William R. Bumblette</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

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1	ST OVERTIME 1988-1990 PR-30 1991 INPUT DOCUMENT REGISTER 1990-1991	731-9 ^{1813 #6}	1/97
2	PAYROLL HRS TICKET LISTINGS 1990-1991	731-9	1/97
3	PAYROLL REPORTS PAY 12-18, 26-27 1991	731-9	1/97
4	PAYROLL REPORTS PRE10 PAYS 20-25 1991	731-9	1/97
5	PRC10 PAY 24 1988 TO PAY 19 1990 + PRC40 PAY 1-14 1990 PRC40 PAY 10-27 1991	731-9	1/97
6	AUTH TRANS 07/09/90 TO 07/18/91 DOT TKS AUTH 1989 PRE70 01/91 + 07/91	731-9	1/97
7	PRE20 1986-1991 PRE20 PAY 17-PAY27 1991	731-9	1/97

*Disposal
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DIRECTIONS PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO. 92W427		DATE RECEIVED 10-23-91
	B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE 37	LOCATION SECTIONS 23	NO. OF CU. FT. 3
	D. PHONE NO. 333-1447 Baltimore, Md. 21202		
E. AGENCY OFFICIAL			TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	AGENCY INTERFACE 08/16/91 TO 09/09/91 92-0037 TO 92-0058	858-2	1/97
2 ✓	AGENCY INTERFACE 09/09/91 TO 09/30/91 92-0065 TO 92-0084	858-2	1/97
3 ✓	AGENCY INTERFACE 07/22/91 TO 08/14/91 92-0008 TO 92-0035	858-2	1/97

Disposal
12/23/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 956554		DATE RECEIVED 11-3-94
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION SECTIONS 32	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		
1	BOX 94 IMS WEEKLY FUEL ADJUSTMENT REPORT 01/92 - 05/92	1810 1005-11 1/97		

disposal
12/23/97

897

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W540	DATE RECEIVED 11-21-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION SECTIONS 29
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	31J04, 15, 19, 24 RECORD TITLE DEC. 90 - DE ✓ C 1993	¹⁶⁴⁹ 1022 -15	1/97
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Disposal
12/23/97
RW

994

RECORDS TRANSFERAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">93676</div>	DATE RECEIVED <div style="font-size: 1.5em; font-family: cursive;">7-15-92</div>
B. DIVISION / UNIT Office of Finance and Program Management	RM CODE <div style="font-size: 1.5em; font-family: cursive;">26.03.05</div>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE <div style="font-size: 1.5em; font-family: cursive;">36</div>	LOCATION SECTIONS <div style="font-size: 1.5em; font-family: cursive;">23</div>
D. PHONE NO. 333-1447 Baltimore, Md. 21202	NO. OF CU. FT. <div style="font-size: 1.5em; font-family: cursive;">2</div>	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

- 1 ✓ EXPENSE ACCOUNT 211936 TO 213053
- 2 ✓ EXPENSE ACCOUNT 213054 TO 214212

	1809	
	-884-1	1/97
	884-1	1/97

Disposal
 12/23/97
 JPY

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1644	DATE RECEIVED 6-14-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 42	LOCATION SECTIONS 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | PAYROLL REMARKS RECAP 04/28/93 - 07/20/93 ✓
 2 | PAYROLL REMARKS RECAP 08/10/93 - 10/18/93 ✓

1813 #11
~~731-17~~ 7/96
~~731-17~~ 7/96
 1/97

Disposal
 1/20/98
 gjs

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>90W1067</i>		DATE RECEIVED <i>3-29-90</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>116</i>	LOCATION SECTIONS <i>8</i>	NO. OF CU. FT. 5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	PAYROLL JOURNAL & CHECK REGISTER 7/12/89 TO 9/5/89	<i>1813 #7</i> 731-11	1/97
2	PAYROLL JOURNAL & CHECK REGISTER 9/06/89 TO 10/31/89	731-11	1/97
3	PAYROLL JOURNAL & CHECK REGISTER 11/01/89 TO 12/26/89	731-11	1/97
4	P.R.Q. 95 10/18/89 TO 11/28/89	731-11	1/97
5	PAYROLL JOURNAL & CHECK REGISTER 11/14/89 TO 11/28/89	731-11	1/97

Disposal
2/7/97
PK

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. <i>93W1559</i>		DATE RECEIVED <i>5-14-93</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>113</i>		RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION <i>9</i>	NO. OF CU. FT. <i>2</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	OPERATING S.S. RPTS 04/24/91 TO 12/05/91	1810 1005-5	1/97
2	MONTHLY CHARGE TO ADJ 07/88 TO 12/91 ALSO A MASTER EQUIP LISTING OF 08 /14/91	1005-5	1/97

Disposal
2/7/97
PL

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1579)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W361</i>		DATE RECEIVED <i>9-23-92</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>116</i>		RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION <i>15</i>	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

- 1 ✓ VENDOR PAYMENT RPT 05/91 TO 10/91
- 2 ✓ VENDOR PAYMENT RPT 5/91 TO 07/91

88-10	1/97
88-10	1/97

1809-10

*Disposal
2/1/97
PL*

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
FINANCE & PROG. MGMT- BALTO.		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
89W270	JOURNAL ENTRIES	858	13	6/87-12/87	1	5/19/98	RECYCLE
89W350	SUBSIDIES	1813	17	1984-1987	1	5/5/98	
89W437	CASH ADVANCES	1813	17	1985-1987	1	5/21/98	
91W762	PRQ95	1813	7	1990	3	5/19/98	
91W900	TIME CARDS	1813	14 & 7	1990	9	5/5/98	
92W166	GROSS & DED	1813	7	1990	16	5/6/98	
92W328	GROSS & DED	1813	7	1990	2	5/6/98	
92W430	PRQ95	1813	7	8/91-10/91	1	5/6/98	
93W366	AGENCY INTERFACE	1809	2	1992	5	5/6/98	
93W655	EXPENSE ACCTS	1812	5		3	5/5/98	
93W665	MONTHLY RPTS	1191-4		1990	1	5/6/98	
93W668	BILLWORK	1191-4		1990	3	5/5/98	
93W842	VOUCHERS	1809	1		32	5/22/98	
93W850	FUEL RPT	1649	1	11/91-12/91	1	5/6/98	
93W1080	ACCTS	1810	6	1992	16	5/21/98	
93W1081	D. M. S. S.	1810	7	1992	6	5/22/98	
93W1098	D. O. T.	858-28		1992	3	5/5/98	
93W1105	VOUCHERS	1810	1		34	5/20/98	
93W1525	EXPENSE ACCOUNTS	1810	5		3	5/2/98	
93W1526	G. L. COMPUTER RUNS	1191-4	2	7/91-12/91	2	5/21/98	
93W1527	R/D RENTALS	1191-6			1	5/21/98	

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

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

 Records Center Manger
 Title

 June 30, 1998
 Date

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. <i>89W270</i>	DATE RECEIVED <i>9-13-88</i>
b. AGENCY State Highway Administration		LOCATION RANGE SECTIONS <i>18 10</i>	NO. OF CU. FT. 1
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	Journal Entries FY '88 June - Dec. '87	858-13	01/98
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*DISPOSAL
5-19-98*

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W350	DATE RECEIVED 10-6-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 19	LOCATION SECTIONS 34
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | Subsidies, Health, Pension, FICA Pay 21 1984 Pay 26 1987

1813 #17
~~731-8~~ 01/98

*disposal
 5-5-98
 AW*

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W437	DATE RECEIVED 11-4-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 54	LOCATION SECTIONS 2
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>Jesse F. Morgan</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 CASH ADVANCES 1985 TO 1987

1813 #17
~~731-8~~

01/98

disposal
5-21-98
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

X

E X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W762		DATE RECEIVED 2-5-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 18	LOCATION 31	NO. OF CU. FT. 3	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	PRQ95 9/05/90 TO 10/16/90	1813 #7 731-11	1/98
2	PRQ95 10/17/90 TO 11/27/90	731-11	1/98
3	PRQ95 11/28/90 TO 01/08/90	731-11	1/98

DISPOSAL
5-19-98

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W900		DATE RECEIVED 2-25-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION 7	SECTIONS 32	NO. OF CU. FT. 9
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 25 12/12/90 TO 12/25/90 10-62	1813 # 1427 731-20	1/98
2	TIME CARDS PAY 25 12/12/90 TO 12/25/90 63-81	731-20	1/98
3	TIME CARDS PAY 25 12/12/90 TO 12/25/90 82-85	731-20	1/98
4	TIME CARDS PAY 25 12/12/90 TO 12/25/90 86-91.3	731-20	1/98
5	TIME CARDS PAY 25 12/12/90 TO 12/25/90 91.4-97	731-20	1/98
6	TIME CARDS PAY 25 12/12/90 TO 12/25/90 97.8-98.63	731-20	1/98
7	TIME CARDS PAY 25 12/12/90 TO 12/25/90 98.64-99.70	731-20	1/98
8	PAYROLL JOURNAL & CHECK REG. 6/13/90 TO 8/07/90	731-11	1/98
9	PAYROLL JOURNAL & CHECK REG. 8/08/90 TO 10/02/90	731-11	1/98

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W166	DATE RECEIVED 8-20-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 38	LOCATION SECTIONS 5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	GROSS & DED JOURNALS PAYROLL 09/19/90 TO 10/02/90	¹⁸¹³ 731-11 7	1/98
2 ✓	GROSS & DED JOURNALS PAYROLL 10/17/90 TO 10/30/90	731-11	1/98
3 ✓	CHECK REGISTER 11/14/90 TO 12/25/90	731-11	1/98
4 ✓	GROSS & DED JOURNALS PAYROLL 10/03/90 TO 10/16/90	731-11	1/98
5 ✓	PERM & TEMP INPUTS 06/28/89 TO 08/08/89	731- 25 17	1/98
6 ✓	PERM & TEMP INPUTS 08/09/89 TO 10/03/89	731-25	1/98
7 ✓	GROSS & DED JOURNALS 11/14/90 TO 11/27/90	731-11	1/98
8 ✓	CHECK REGISTER 09/19/90 TO 10/16/90	731-11	1/98
9 ✓	CHECK REGISTER 09/04/90 TO 09/18/90	731-11	1/98
10 ✓	CHECK REGISTER 10/17/90 TO 11/13/90	731-11	1/98
11 ✓	GROSS & DED JOURNALS PAYROLL 12/12/90 TO 12/25/90	731-11	1/98
12 ✓	GROSS & DED JOURNALS PAYROLL 08/22/90 TO 09/04/90	731-11	1/98
13 ✓	GROSS & DED JOURNALS PAYROLL 10/31/90 TO 11/13/90	731-11	1/98
14 ✓	PRE70 INC UPDATES 1990	731- 14 10	1/98
15 ✓	PRQ95 05/29/91 TO 07/30/91	731-11	1/98
16 ✓	PRQ95 11/16/91 TO 05/28/91	731-11	1/98

disposal
56-98
AW

522

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8 Empties

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W328	DATE RECEIVED 9-23-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 33	LOCATION SECTIONS 25
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ GROSS & DEDUCTION JOURNALS 08/08/90 TO 08/21/90
 2 ✓ GROSS & DEDUCTION JOURNALS 09/05/90 TO 09/18/90

1813 #7
~~731-14~~ 1/98
 731-14 1/98

disposal
5-6-98
AW
 549

R-33

S-25

1 Empty

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

FE

X

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. <i>92W430</i>		DATE RECEIVED <i>10-23-91</i>
B. DIVISION / UNIT Office of Finance and Program Management				RH CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>34</i>	LOCATION SECTIONS <i>10</i>	NO. OF CU. FT. <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
<i>1</i>	PRQ95 08/07/91 TO 10/01/91	<i>1813 #7</i> 731-11 1/98

Disposal 5-6-98 AW

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W366		DATE RECEIVED 9-23-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26 03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 10	LOCATION 35	NO. OF CU. FT. 5	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	AGENCY INTERFACE 06/21/92 TO 07/10/92 92-0365 TO 92-0385	1809	1/98
2	AGENCY INTERFACE 07/10/92 TO 08/31/92 92-0387 TO 92-0016	884-2	1/98
3	AGENCY INTERFACE 07/31/92 TO 09/02/92 93-0019 TO 93-0044	884-2	1/98
4	VOUCHERS 001558 TO 966665	884-1	1/98
5	CREDIT CARDS F/Y 1991 THRU 1992 - Missing	884-1	1/98

* Missing
Box # 5

DISPOSAL
5-6-98

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

E X

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W655	DATE RECEIVED 11-10-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 20	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1. EXPENSE ACCTS 300000 TO 300616
- 2. EXPENSE ACCTS 300617 TO 301846
- 3. EXPENSE ACCTS 301847 TO 302982

1812	
885-5	1/98
885-5	1/98
885-5	1/98

Disposal
5-5-98
AW

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W665		DATE RECEIVED 11-10-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 39 SECTIONS 29		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | MONTHLY RPTS 5 & 6 / MISSING 01/90 TO 12/90 | 1191-4 | 1/98

Disposal
5-6-98
dw

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W668		DATE RECEIVED 11-10-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 22	LOCATION 5	NO. OF CU. FT. 3	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	BILLWORK PD. 03/90 THRU 12/90 CANCEL/CRS 1126	1191-4	1/98
2	GENERALS PD. 03/90 THRU 08/90	1191-4	1/98
3	GENERALS PD. 09/90 THRU 12/90 CR/CANCEL & STARS PD. 09/88 - 90	1191-4	1/98

disposal
5-5-98
AW

RECORDS TRANSMITTAL AND RECEIPT

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

E
 DIRECTIONS PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W842	DATE RECEIVED 1-13-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 55	LOCATION SECTIONS 29-30
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 32	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	VOUCHERS 257457 TO 257799	¹⁸⁰⁹ 884 -1	1/98
2	VOUCHERS 257800 TO 300001	884-1	1/98
3	VOUCHERS 300002 TO 300370	884-1	1/98
4	VOUCHERS 300371 TO 300661	884-1	1/98
5	VOUCHERS 300662 TO 301075	884-1	1/98
6	VOUCHERS 301076 TO 301438	884-1	1/98
7	VOUCHERS 301439 TO 301907	884-1	1/98
8	VOUCHERS 301908 TO 302240	884-1	1/98
9	VOUCHERS 302241 TO 302509	884-1	1/98
10	VOUCHERS 302510 TO 302733	884-1	1/98
11	VOUCHERS 302734 TO 303048	884-1	1/98
12	VOUCHERS 303049 TO 303365	884-1	1/98
13	VOUCHERS 303366 TO 303683	884-1	1/98
14	VOUCHERS 303684 TO 304104	884-1	1/98
15	VOUCHERS 304105 TO 304482	884-1	1/98
16	VOUCHERS 304483 TO 304770	884-1	1/98
17	VOUCHERS 304771 TO 304884	884-1	1/98
18	VOUCHERS 304885 TO 305233	884-1	1/98
19	VOUCHERS 305234 TO 305623	884-1	1/98
20	VOUCHERS 305624 TO 306035	884-1	1/98
21	VOUCHERS 306036 TO 306404	884-1	1/98
22	VOUCHERS 306405 TO 306615	884-1	1/98
23	VOUCHERS 306616 TO 306956	884-1	1/98
24	VOUCHERS 306957 TO 307323	884-1	1/98
25	VOUCHERS 307324 TO 307637	884-1	1/98
26	VOUCHERS 307638 TO 308025	884-1	1/98
27	VOUCHERS 308026 TO 308261	884-1	1/98
28	VOUCHERS 308262 TO 308575	884-1	1/98
29	VOUCHERS 308576 TO 308984	884-1	1/98
30	VOUCHERS 308985 TO 309147	884-1	1/98
31	VOUCHERS 309148 TO 309493	884-1	1/98
32	VOUCHERS 309494 TO 309679	884-1	1/98

disposal
 5-22-98
 AW

R-55

S-29-30

9 empties

S-30

RECORDS TRANSMITTAL AND RECEIPT

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



DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W850	DATE RECEIVED 1-13-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 34	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES FUEL RPT(DAILY) 11/91 TO 12/91	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 1649 +022-1 1/97 1/98
----------------------------	-----------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------

*Disposal
5-6-98
AW*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1080	DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 54	LOCATION SECTIONS 10
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	OPERATING S.S. 01ST 4-5-6-7 TRAFFIC DEC 92	¹⁸¹⁰ 1005-6	1/98
2 ✓	MONTHLY W.O. RPT 10/27/92	1005-2	1/98
3 ✓	NON CORRECTED ERROR SUSPENSE 07/92 TO 10/92	1005-6	1/98
4 ✓	W.D. RPT 11/92 TO 12/92	1005-2	1/98
5 ✓	ACCEPTED LIST FOR PO & RO 07/92 TO 12/92	1005-6	1/98
6 ✓	FUEL TKS R.C. 10.30-10.44 01/91 TO 07/92	1005-1	1/98
7 ✓	FUEL TKS R.C. 10.63-10.65 01/91 TO 07/92	1005-1	1/98
8 ✓	OPERATING S.S. RPT 10.01 - 10.57 11/27/92	1005-6	1/98
9 ✓	FUEL TKS 11/92 TO 12/92	1005-1	1/98
10 ✓	FUEL TKS FORM 04 THRU 08-92	1005-1	1/98
11 ✓	FUEL TKS RC 10.80-10.86-10.94 01/91 TO 07/92	1005-1	1/98
12 ✓	FUEL TKS RC 10.67-10.70-10.71 01/91 TO 07/92	1005-1	1/98
13 ✓	FUEL TKS RC 10.51-10.53-10.55 01/91 TO 07/92	1005-1	1/98
14 ✓	OPERATING S.S. R.C. 10.01-10.99 10/27/92	1005-6	1/98
15 ✓	O.M. S.S. R.C. 10.01-10.99 07/24/92	1005-7	1/98
16 ✓	OPERATING S.S. R.C. 10.62-10.99 01ST 1-3 11/27/92 TO 12/25/92	1005-6	1/98

disposal
5-21-98
AW

RECORDS TRANSMITTAL AND RECEIPT

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. Q3W1081		DATE RECEIVED 3-9-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 54		LOCATION SECTIONS 10	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

(22)

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	D.M. S.S. 10.01-10.99 09/25/92	¹⁸¹⁰ 1005-7	1/98
2 ✓	D.M. S.S. 10.01-10.99 08/27/92	1005-7	1/98
3 ✓	W.D. RPTS 10.01-10.99 07/25/92	1005-2	1/98
4 ✓	W.D. WHITES 348501-349000 353001-354000 357001 - 358000 363001 - 363500	1005-2	1/98
5 ✓	00		
5 ✓	ACCEPTED W.D. RPT 10-92	1005-2	1/98
6 ✓	ACCEPTED W.D. RPT 09-92 TO 10-92	1005-2	1/98

disposal
 5-22-98
 [Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1098		DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 16	NO. OF CU. FT. 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓	O.O.T. VOUCHERS RAILROAD 92-028	858-28	1/98
2 ✓	O.O.T. VOUCHERS RAILROAD 92-037 TO 92-046	858-28	1/98
3 ✓	O.O.T. VOUCHERS RAILROAD 92-047 TO 92-052	858-28	1/98

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1105	DATE RECEIVED 3-10-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.0305
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 34	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	VOUCHERS 309680 TO 309984	¹⁸¹⁰ 884-1	1/98
2 ✓	VOUCHERS 309985 TO 310256	884-1	1/98
3 ✓	VOUCHERS 310257 TO 310510	884-1	1/98
4 ✓	VOUCHERS 310511 TO 310803	884-1	1/98
5 ✓	VOUCHERS 310804 TO 311118	884-1	1/98
6 ✓	VOUCHERS 311119 TO 311444	884-1	1/98
7 ✓	VOUCHERS 311445 TO 311784	884-1	1/98
8 ✓	VOUCHERS 311785 TO 312031	884-1	1/98
9 ✓	VOUCHERS 312032 TO 312321	884-1	1/98
10 ✓	VOUCHERS 312322 TO 312612	884-1	1/98
11 ✓	VOUCHERS 312613 TO 312900	884-1	1/98
12 ✓	VOUCHERS 312901 TO 313225	884-1	1/98
13 ✓	VOUCHERS 313226 TO 313553	884-1	1/98
14 ✓	VOUCHERS 313554 TO 313697	884-1	1/98
15 ✓	VOUCHERS 313698 TO 314072	884-1	1/98
16 ✓	VOUCHERS 314073 TO 314255	884-1	1/98
17 ✓	VOUCHERS 314256 TO 314568	884-1	1/98
18 ✓	VOUCHERS 314569 TO 314790	884-1	1/98
19 ✓	VOUCHERS 314791 TO 315109	884-1	1/98
20 ✓	VOUCHERS 315110 TO 315428	884-1	1/98
21 ✓	VOUCHERS 315429 TO 315871	884-1	1/98
22 ✓	VOUCHERS 315872 TO 316159	884-1	1/98
23 ✓	VOUCHERS 316160 TO 316427	884-1	1/98
24 ✓	VOUCHERS 316428 TO 316622	884-1	1/98
25 ✓	VOUCHERS 316623 TO 316851	884-1	1/98
26 ✓	VOUCHERS 316852 TO 317164	884-1	1/98
27 ✓	VOUCHERS 317165 TO 317436	884-1	1/98
28 ✓	VOUCHERS 317437 TO 317728	884-1	1/98
29 ✓	VOUCHERS 317729 TO 318001	884-1	1/98
30 ✓	VOUCHERS 318002 TO 318269	884-1	1/98
31 ✓	VOUCHERS 318270 TO 318513	884-1	1/98
32 ✓	VOUCHERS 318514 TO 318612	884-1	1/98
33 ✓	VOUCHERS 318613 TO 318929	884-1	1/98
34 ✓	VOUCHERS 318930 TO 319237	884-1	1/98

disposal
5.20.98
[Signature]

R-43

S-2

6 Emptyies

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1525		DATE RECEIVED 5-12-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 35	NO. OF CU. FT. 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EXPENSE ACCOUNTS 302535 TO 304145	1810 884-5	1/98
2	EXPENSE ACCOUNTS 304146 TO 305281	884-5	1/98
3	EXPENSE ACCOUNTS 305282 TO 306448	884-5	1/98

*disposal
5-20-98
AW*

~~R-94~~
~~S-20~~

R-43
S-35

5 empties

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1526		DATE RECEIVED 5-12-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE SECTIONS 49 10		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	G.L. COMPUTER RUNS 07/91 TO 12/91	1191-4	1/98
2	R/D BILLWORK PRINTOUT 07/91 TO 12/91	1191-4	1/98

disposal
5-21-98
dhr

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W1527</i>	DATE RECEIVED <i>5-12-93</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>49</i>	LOCATION SECTIONS <i>10</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>1</i>	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
<i>1</i>	<i>R/D RENTALS 12/89 TO 12/90</i>	<i>1191-6 1/98</i>

*Disposal
5-21-98
AKW*

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
OFFICE OF F & P - BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
93W1528	REVENUE ESTIMATE	1191-4		1991	1	5/21/98	RECYCLE
93W1561	WITHDRAWALS	1810-6		1992	5	5/5/98	
94W192	VOUCHERS	1809-1			29	5/19/98	
94W228	PAYROLL SIGNATURE	1813	6	1992	1	5/5/98	
94W229	INCREMENT PROOF	1813	8	1991	1	5/5/98	
94W741	CLOSED PROJECT	1807-5		1992	9	5/5/98	
95W557	OPERATING STOCK RPT	1810-6		1993	2	5/19/98	
95W798	STATE TRIAL BALANCE	1807-5		1994	29	5/7/98	
95W1669	DATA INPUT	1813	4	1989-1994	9 & 54	5/21/98	
96W164	VEHICLE USAGE	1649-12		NOV. & DEC. 1994	1	5/6/98	
96W1130	PAYROLL BLOCK CONTRL	1813	8	7/20/91-12/31/94	1	5/5/98	
96W1131	PAYROLL AUTHORIZATION	1813	6	1987-1992	3	5/6/98	
96W1482	EQUIPMENT & VEHICLE	1649-14		11/94	1	5/6/98	
96W1492	CLOSED PROJECT	1807-1		7/94-12/94	4	5/5/98	
97W116	REVOLVING ACCT. BANK	1811-6		1990	1	5/4/98	

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

_____ Records Center Manger June 30, 1998 _____
 Title Date Signature

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1528		DATE RECEIVED 5-12-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 49	LOCATION SECTIONS 10	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | REVENUE ESTIMATE F/Y 91

| 1191-4 | 1/98

deposal
5-21-98
AW

766

RECORDS TRANSMITTAL AND RECEIPT

X

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

EX

RECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 93W1561		DATE RECEIVED 5-14-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION 21	SECTIONS	NO. OF CU. FT. 5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	S.S. PRTS DIST 5, 6, 7 TRAFFIC 06/26/92 TO 07/24/92 ALSO OPERATING S.S. DIST 8 10.80 THRU 10.86	1810 1005-6	1/98
2	WITHDRAWAL 10/27/92 TO 12/24/92	1005-2	1/98
3	WITHDRAWALS 8/27/92 TO 09/25/92 ALSO R.C. TRANSACTION REPORT 10/27/92 10.01 TO 10.99	1005-2	1/98
4	D.M. S.S. PRT 11/27/92 TO 12/24/92	1005-6	1/98
5	MATERIALS SUPPLIES INV ADS LETTERS & SUPPORT 1991 & 1992	1005-6	1/98

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

E

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W192	DATE RECEIVED 8-13-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 17	LOCATION SECTIONS 11-12
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 29	
E. AGENCY OFFICIAL <i>William R. Buntelle</i>		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1 ✓	VOUCHERS 331162 TO 331572	¹⁸⁰⁹ 884-1 1/98
2 ✓	VOUCHERS 331573 TO 331905	884-1 1/98
3 ✓	VOUCHERS 331906 TO 332187	884-1 1/98
4 ✓	VOUCHERS 332188 TO 332485	884-1 1/98
5 ✓	VOUCHERS 332486 TO 332647	884-1 1/98
6 ✓	VOUCHERS 332648 TO 333027	884-1 1/98
7 ✓	VOUCHERS 333028 TO 333337	884-1 1/98
8 ✓	VOUCHERS 333338 TO 333710	884-1 1/98
9 ✓	VOUCHERS 333711 TO 334038	884-1 1/98
10 ✓	VOUCHERS 334039 TO 334458	884-1 1/98
11 ✓	VOUCHERS 334459 TO 334741	884-1 1/98
12 ✓	VOUCHERS 334742 TO 335135	884-1 1/98
13 ✓	VOUCHERS 335136 TO 335410	884-1 1/98
14 ✓	VOUCHERS 335411 TO 335649	884-1 1/98
15 ✓	VOUCHERS 335650 TO 335908	884-1 1/98
16 ✓	VOUCHERS 335909 TO 336254	884-1 1/98
17 ✓	VOUCHERS 336255 TO 336462	884-1 1/98
18 ✓	VOUCHERS 336463 TO 336837	884-1 1/98
19 ✓	VOUCHERS 336838 TO 337115	884-1 1/98
20 ✓	VOUCHERS 337116 TO 337398	884-1 1/98
21 ✓	VOUCHERS 337399 TO 337578	884-1 1/98
22 ✓	VOUCHERS 337579 TO 337876	884-1 1/98
23 ✓	VOUCHERS 337877 TO 338265	884-1 1/98
24 ✓	VOUCHERS 338266 TO 338593	884-1 1/98
25 ✓	VOUCHERS 338594 TO 339087	884-1 1/98
26 ✓	VOUCHERS 339088 TO 339449	884-1 1/98
27 ✓	VOUCHERS 339450 TO 339784	884-1 1/98
28 ✓	VOUCHERS 339785 TO 339979	884-1 1/98
29 ✓	VOUCHERS 339980 TO 340120	884-1 1/98

DISPOSAL
5-19-98

R-17

S-11-12

1 Empty

S-12

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W228		DATE RECEIVED 8-23-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 4	LOCATION 8	SECTIONS 8	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1			
E. AGENCY OFFICIAL <i>William R. Stette</i>		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | PAYROLL SIGNATURE FORMS 1992

1813 #6
7517

1/98

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W229		DATE RECEIVED 8-23-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 4	LOCATION SECTIONS 31	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL <i>William R. Buntelle</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | INCREMENT PROOF LISTS 1991

1813 #9
731-16

1/98

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W741	DATE RECEIVED 2-14-94
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 9	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	STATE TRIAL BALANCE 6/92 PC TO 8/92 PC	¹⁸⁰² 907-5	1/98
2	STATE TRIAL BALANCE 8/92 PC TO 10/92 PC	907-5	1/98
3	HISTORY FILE 8/92 PC TO 10/92 INC	907-5	1/98
4	HISTORY FILE 10/92 PC TO 11/92 PC	907-5	1/98
5	CLOSED PROJECT FOLDERS A TO CE 1/91 TO 6/91	907-1	1/98
6	CLOSED PROJECT FOLDERS CL TO WO 1/91 TO 6/91	907-1	1/98
7	CLOSED PROJECT FOLDERS BC231-8 TO BC243-69 1/91 TO 12/91	907-1	1/98
8	CLOSED PROJECT FOLDERS BC246-1 TO BC269-1 1/91 TO 12/91	907-1	1/98
9	CLOSED PROJECT FOLDERS BC304-24 TO BC313-0 1/91 TO 12/91	907-1	1/98

SENT 12:00 PM 12/21/93
 Post-It™ brand fax transmittal memo 7671 # of pages ▶ 1 of 1

To PAUL LAMBELSON	From LEWIS JACKSON
Co. SHA	Co. SHA
Dept. RECORDS CENTER MGR.	Phone # 333 1443
Fax # 799-8532	Fax #

DISPOSAL
5-5-98

RECORDS TRANSMITTAL AND RECEIPT

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

E X

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W557		DATE RECEIVED 11-3-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 47	LOCATION 25	SECTIONS 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	BOX 84 OPERATING STOCK STATUS REPORT (10.01 - 10.99) 6/28/93	¹⁸¹⁰ 1005-6	1/98
2	BOX 93 IMS - WEEKLY FUEL ADJUSTMENT REPORT 01/93 - 5/93	1005-11	1/98

*DISPOSAL
5-19-98*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W798	DATE RECEIVED 1-11-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION SECTIONS 9-10
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 29	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	STATE TRIAL BALANCE 12/93 INC TO 02/94 INC	¹⁸⁰⁷ 907 -5	1/98
2	STATE TRIAL BALANCE 02/94 PC TO 04/94 INC	907-5	1/98
3	STATE TRIAL BALANCE 04/94 PC TO 06/94 INC #1	907-5	1/98
4	FEDERAL TRIAL BALANCE 05/92 PC TO 03/93 PC#1	907-5	1/98
5	FEDERAL TRIAL BALANCE 04/93 INC TO 02/94 INC	907-5	1/98
6	MASTER FILE 01/93 INC TO 04/93 INC	907-5	1/98
7	MASTER FILE 04/93 PC TO 07/93 PC	907-5	1/98
8	MASTER FILE 08/93 PC TO 11/93 PC	907-5	1/98
9	MASTER FILE 12/93 INC TO 03/94 PI	907-5	1/98
10	FIRST PROOF 03/93 INC TO 08/93 PC	907-5	1/98
11	FIRST PROOF 09/93 PI TO 03/94 INC	907-5	1/98
12	SECOND PROOF 11/92 INC TO 10/93 INC	907-5	1/98
13	COMPUTER CHARGES 04/93 TO 06/94	907-5	1/98
14	X-REFERENCE 04/91 INC TO 03/93 INC	907-5	1/98
15	HISTORY FILE 06/93 INC #2 TO 06/93 PC	907-5	1/98
16	HISTORY FILE 07/93 PC TO 08/93 PC	907-5	1/98
17	HISTORY FILE 09/93 PI TO 09/93 PC	907-5	1/98
18	HISTORY FILE 10/93 INC TO 10/93 PC	907-5	1/98
19	HISTORY FILE 11/93 INC TO 11/93 PC	907-5	1/98
20	HISTORY FILE 12/93 INC TO 12/93 PC	907-5	1/98
21	HISTORY FILE 01/94 INC TO 01/94 PC	907-5	1/98
22	HISTORY FILE 02/94 INC TO 02/94 PC	907-5	1/98
23	HISTORY FILE 03/94 INC TO 03/94 PC	907-5	1/98
24	HISTORY FILE 04/94 INC TO 04/94 COMP	907-5	1/98
25	HISTORY FILE 05/94 INC TO 05/94 PC	907-5	1/98
26	HISTORY FILE 06/94 INC #1 TO 06/94 INC #2	907-5	1/98
27	HISTORY FILE 06/94 COMP TO 07/94 COMP	907-5	1/98
28	STATE TRIAL BALANCE 12/93 INC TO 02/94 INC	907-1	1/98
29	STATE TRIAL BALANCE 02/94 PC TO 04/94 INC	907-1	1/98

DISPOSAL
5-7-98

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1669		DATE RECEIVED 6-14-95	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 53 SECTIONS 32		NO. OF CU. FT. 9 54	
D. PHONE NO. .333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		S 31-32	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	DATA INPUT 8/03/94 - 8/16/94 ✓	1813	#4 1/98
2	PAYROLL JOURNAL & CHECK REGISTER 9/89 - 2/91	731-5	#7 1/98
3	PAYROLL JOURNAL & CHECK REGISTER CONTRACTUAL PAY 2/90 - 7/90	731-11	#7 1/98
4	PAYROLL JOURNAL & CHECK REGISTER CONTRACTUAL PAY 7/90 - 8/90	731-11	1/98
5	PAYROLL BLOCK CONTROL REGISTER MANUAL PAY 1 - PAY 5-1994 <i>Pay 1-13 1994</i>	731-12	#8 1/98
6	PAYROLL BLOCK CONTROL REGISTER MANUAL PAY PAY	731-12	1/98
7	PAYROLL BLOCK CONTROL REGISTER PAY 1 - PAY 26 1993	731-12	1/98
8	PAYROLL BLOCK CONTROL REGISTER PAY 1 - PAY 26 1994	731-12	1/98
9	PAYROLL BLOCK CONTROL HRS043 1/01/94 - 7/19/94 ✓	731-12	1/98

**Missing
Box # 2+6*

*26
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*disposal
5-21-98
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EX

RECORDS TRANSMITTAL AND RECEIPT

X

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W164	DATE RECEIVED 9-5-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 40	LOCATION SECTIONS 14
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VEHICLE USAGE REPORT NOV. & DEC. 1994	1649 1022-12	1/98
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Disposal
5-6-98
AW
1073

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X

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W1130	DATE RECEIVED 3-26-96
B. DIVISION / UNIT Office of Finance and Program Management			RM. CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 6	LOCATION SECTIONS 14
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	PAYROLL BLOCK CONTROL REGISTER PAY 1 - 13 HRSO43 7/20/91 - 12/31/94	1813 #8 731-12 1/98	

DISPOSAL
5-5-98

1131

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W1131	DATE RECEIVED 3-26-96
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 8	LOCATION SECTIONS 31
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PAYROLL AUTHORIZATION TRANSMITTALS 1987 - 1992	731-09 1813 +6	1/98
2	PAYROLL AUTHORIZATION TRANSMITTALS 1992	731-09	1/98
3	CONTRACTUAL PAYROLL/JOURNALS/CHECK REGISTER 9/89 - 2/90	731-11 #7	1/98

*DISPOSAL
5-6-98*

1132

EX

RECORDS TRANSMITTAL AND RECEIPT

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

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W 1482	DATE RECEIVED 5-10-96
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32	LOCATION SECTIONS 28
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | EQUIPMENT & VEHICLE USAGE EDITS NOV. 1994 | 1649-14 1/98

Disposal
5-6-98
[Signature]

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RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W 1492	DATE RECEIVED 5-10-96
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 26	LOCATION SECTIONS 17
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	CLOSED PROJECT FOLDERS BALTO. CITY 7/94 - 12/94	907-1	7/99
2	CLOSED PROJECT FOLDERS AA - C 7/94 - 12/94	907-1	7/99
3	CLOSED PROJECT FOLDERS CE - M 7/94 - 12/94	907-1	7/99
4	CLOSED PROJECT FOLDERS P - W 7/94 - 12/94	907-1	7/99

1807

1/98

*Disposal
55-28
JW*

1166

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 97W116	DATE RECEIVED 8-15-96		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 46	LOCATION SECTIONS 2	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	CY'89 - CY'90 P/R REVOLVING ACCT. BANK STMTS.	1811-6	1/98
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*DISPOSAL
5-4-98*

1187

STATE HIGHWAY ADMIN. 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
OFFICE OF F & P MGMT. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
87W577	JOURNAL ENTRIES	1649	7	1986	5	7/10/97	RECYCLE
88W259	TSO,OAS,SRA	858	16	4/87	1	7/8/97	
89W527	SUSPENSE	1649	4	1986-1993	3	7/15/97	
90W1068	PAYROLL JOURNAL	1813	7	1989-1990	4	7/21/97	
91W158	GROSS & DEDUCTION	1813	7	1990	2	7/21/97	
91W196	JOURNAL ENTRIES	1649	6	7/85-6/86	1	7/10/97	
91W301	PAYROLL JOURNAL	1813	7	12/29/89-6/12/90	3	7/21/97	
91W302	PRQ95	1813	7	2/21/90-9/4/90	4	7/10/97	
91W458	PAYROLL & CHECK REG.	1813	7	2/21/90-6/26/90	9	7/22/97	
92W204	TIME CARDS PAY	1813	14	6/26/91-7/9/91	8	7/8/97	
92W439	TIME CARDS PAY	1813	14	8/7/91-9/3/91	16	7/10/97	
92W608	TIME CARDS PAY	1813	14	9/4/91-10/15/91	24	7/16/97	
92W1142	VOUCHERS	1809	1	7/97	42	7/22/97	
92W1204	TIME CARDS PAY	1813	14	12/25/91-1/21/92	16	7/8/97	
92W1205	TIME CARDS PAY	1813	14	1/22/91-2/4/92	8	7/10/97	
92W1220	VOUCHER REGISTER	858	30	1/97	3	11/10/97	
92W1415	EXPENSE ACCOUNTS	1809	5	7/97	5	7/21/97	
92W1420	ACCOUNTS	1810	1	1992	12	7/21/97	
92W1434	TIME CARDS PAY	1813	14	1992	24	7/9/97	

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

STATE HIGHWAY ADMIN. 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
OFFICE OF F & P MGMT. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
93W9	RECEIVING DOCUMENTS	1810	6	2/1/92-4/30/92	1	7/23/97	RECYCLE
93W10	TIME CARDS PAY	1813	14	3/18/91-3/31/91	8	7/23/97	
93W11	TIME CARDS	1813	14	4/1/92-4/14/92	8	7/23/97	
93W346	VOUCHERS	1809	1	7/98	46	7/22/97	
93W355	TIME CARDS	1813	14	4/15/92-6/23/92	40	7/9/97	
93W363	EXPENSE ACCOUNTS	1809	5	7/97	2	7/21/97	
93W364	AGENCY INTERFACE	858	28	2/3/92-6/22/92	6	7/21/97	
93W365	MANUAL COVER SHEETS	858	31	7/1/91-6/30/92	3	7/9/97	
93W383	FINAL VOUCHERS	739	1-D	1/1/92-6/30/92	8	7/10/97	
93W653	EXPENSE ACCOUNTS	1809	5	7/97	1	7/22/97	
93W674	EXPENSE ACCOUNTS	1809	5	7/97	1	7/23/97	
93W1077	INVENTORY	1810	6	1992	2	7/23/97	
93W1078	R. C. TRANS RPT	1810	6	1992	6	7/8/97	
93W1097	MANUALS LIST	858	31	6/90-3/92	1	7/23/97	
94W925	IMS- WITHDRAWAL REQ.	1810	2	7/97	10	7/22/97	
95W272	PERM & TEMP INPUTS	1813	17	1989-1992	3	7/22/97	
95W1086	PERM & TEMP INPUTS	1813	17	1992	2	7/21/97	
94W1254	CANCELLED EXPENSE	890	1	1991-1992	2	7/14/97	
94W1321	CLOSED PROJECTS	1807	1	7/97	1	7/9/97	
94W1322	FINAL ESTIMATES	1807	1	7/97	10	7/10/97	
94W1323	VEHICLE & EQUIP	1649	14	7/97	1	7/10/97	
94W1324	EQUIPMENT USUAGE	1649	13	5/92-12/93	8	7/10/97	

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

_____ Records Center Manager June 30, 1998 _____
 Title Date Signature

STATE HIGHWAY ADMIN. 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
OFFICE OF F & P MGMT. BALTIMORE		
Division or Unit		

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

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	ITEM No.				
94W1325	EQUIPMENT USAGE	1649	12	1993	4	7/14/97	RECYCLE
94W1326	CONTRACTS	1807	1	6/97	30	7/14/97	
95W1370	EQUIPMENT USAGE	1649	13	1/94	4	7/21/97	
92W327	GROSS DEDUCTION	1813	7	5/16/90-5/29/90	2	7/14/97	
92W330	TIME CARDS PAY	1813	16	7/1/91-8/6/91	16	7/14/97	
92W1215	TIME CARDS PAY	1813	14	10/1/91-12/24/91	40	7/14/97	
93W1524	CASH RECEIPTS PAID	1191	5	7/88-6/90	3	7/9/97	
93W1560	S. S. REPORT	1810	6	6/26/92	1	7/8/97	
94W232	FICA & PENSION SUB.	1813	17	9/90-12/91	1	7/8/97	
95W264	BI-WEEKLY LEAVE	1813	17	9/91-12/91	2	7/10/97	
95W287	PAYROLL BLOCK CONTRL.	1813	8	10/92-12/92	2	7/10/97	
95W291	BI-WEEKLY	1813	17	1992	4	7/9/97	
95W555	DAILY FUEL TICKETS	1810	1	1991-1994	6	7/10/97	
95W556	CONTRACTS	1807	1	7/97	13	7/10/97	
95W1072	VOUCHER REGISTER	1812	3	1992	1	7/14/97	
95W1073	PAYROLL AUTHOR.	1813	6	12/92	1	7/10/97	
95W1074	BI-WEEKLY UPDATE	1804	8	1991-1992	1	7/8/97	
95W1075	MASTER AUTHOR.	1813	1 & 13	1992-1994	2	7/10/97	
95W1076	PAYROLL ERROR	1813	13	1994	1	7/14/97	
95W1077	PAYROLL BLOCK CONTRL	1813	8	1994	6	7/14/97	
95W1344	INVENTORY WITHDRAW	1810	2	7/97	14	7/10/97	

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

 Records Center Manager
 Title

June 30, 1998
 Date

 Signature

SHA 26.03.05	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
F & P MGMT. BALTIMORE		
Division or Unit		

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
95W1645	MASTER AUTHOR.	1813	1	1994	1	7/10/97	RECYCLE
96W162	TRIAL BALANCES	1649	5	7/97	1	7/9/97	
96W163	EQUIP. USAGE	1649	13	1994	2	7/9/97	
96W1481	EVR 41	490	4	6/94	1	7/10/97	
96W1490	EVR 32	490	1	7/91-3/94	2	7/10/97	
96W1491	EVR 32	490	1 & 3	1990-1993	2	7/10/97	

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

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

 Records Center Manager
 Title

 June 30, 1998
 Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 875, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO.	DATE RECD
2. AGENCY State Highway Administration		87W577		1-19-87	
3. DIVISION/UNIT Office of Finance & Program Management		LOCATION - RANGE 32	SECTION 10	NO. OF CU. FT. 5	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER			
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	Journal Entries Back-up April 86 to May 86	1649 918-7 7-96			
2	Journal Entries Proof List July 85 to April 86	918-8 7-96			
3	Journal Entries Back-up November 85 to January 86	918-7 7-96			
4	Journal Entries Back-up February 86 to April 86	918-7 7-96			
5	Suspense List Files January 86 to February 86	918-4 7-96			
		<u>Disposal</u> 7/10/97 SPV			

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W259	DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		5 RANGE 28 LOCATION SECTIONS	NO. OF CU. FT. 1
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>Kelli R. Sunde</i>		PHONE NO. 333-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ TSO, OAS, SRA- (G/L & P/L) 30691, 92, 95, 30003 APRIL, 87

858-16

07-97

*Disposal
7/8/97
gys*

E

RECORDS TRANSMITTAL AND RECEIPT

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

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W527	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 3/8	LOCATION SECTIONS 15
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 3	
e. AGENCY OFFICIAL <i>Rasmy</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ SUSPENSE 06/86 RUN 93
- 2 ✓ SUSPENSE 05/86 RUN 79-92
- 3 ✓ TRIAL BALANCES 4/86 TO 6/86

1649
1022-4 07/96 7/97
1022-4 07/96
1022-5 07/96

Disposed
7/15/97
JYR

RECORDS TRANSMITTAL AND RECEIPT

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

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W1068	DATE RECEIVED 3-29-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 106	LOCATION SECTIONS 28
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PAYROLL JOURNAL & CHECK REGISTER 12/26/89 TO 1/09/90	731-11 1813 27	7/97
2	PAYROLL JOURNAL & CHECK REGISTER 1/23/90 TO 2/06/90	731-11	7/97
3	P.R.Q 95 11/29/89 TO 1/09/90	731-11	7/97
4	R.P.Q 95 01/10/90 TO 02/20/90	731-11	7/97

disposal
 7/21/97
 [Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W158</i>	DATE RECEIVED <i>8-13-90</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>110</i>	LOCATION SECTIONS <i>21</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>2</i>	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | GROSS & DEDUCTION JOURNALS 03/07/90 TO 03/20/90
 2 | GROSS & DEDUCTION JOURNALS 03/21/90 TO 04/03/90

1813 #1
~~731-11~~ 7/97
 731-11 7/97

*7-21/90
 disposal
 DW*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W196</i>	DATE RECEIVED <i>8-24-90</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>32</i>	LOCATION SECTIONS <i>32</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 JOURNAL ENTRIES BOOKS JULY 85 TO JUNE 86

~~1022-7~~ ~~7/96~~ *7/97*
1649-6

Disposal
7/10/97
gph

402

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

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W301</i>	DATE RECEIVED <i>10-3-90</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>103</i>	LOCATION SECTIONS <i>4</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>3</i>	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PAYROLL JOURNAL & CHECK REGISTER 12/29/89 TO 2/20/90
2	PAYROLL JOURNAL & CHECK REGISTER 02/21/90 TO 4/17/90
3	PAYROLL JOURNAL & CHECK REGISTER 04/18/90 TO 6/12/90

<i>1813 #7</i>	
<i>731-1</i>	<i>7/97</i>
<i>731-1</i>	<i>7/97</i>
<i>731-1</i>	<i>7/97</i>

Disposal
7/21/97
gms

R-103

S-4

10 Empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W302</i>		DATE RECEIVED <i>10-3-90</i>
B. DIVISION / UNIT Office of Finance and Program Management				RH CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>20</i>	LOCATION <i>1</i>	SECTIONS <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4		
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER		
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER				
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	PRQ95 02/21/90 TO 04/03/90
2	PRQ95 04/04/90 TO 07/24/90
3	PRQ95 05/02/90 TO 06/26/90
4	PRQ95 07/25/90 TO 09/04/90

<i>183 #7</i>	
731-11	7/97
731-11	7/97
731-11	7/97
731-11	7/97

Disposal
7/10/97
Jpm

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>916458</i>		DATE RECEIVED 11-5-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>114</i>	LOCATION <i>3-4</i>	NO. OF CU. FT. 9	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	PAYROLL & CHECK REG 3/20/90 TO 4/03/90	<i>1813-47</i> 731-11	7/97
2	PAYROLL & CHECK REG 4/17/90 & 5/01/90	731-11	7/97
3	GROSS & DEDUCTION JOURNALS 6/13/90 TO 6/26/90	731-11	7/97
4	CHECK REG 5/02/90 TO 5/29/90	731-11	7/97
5	GROSS & DEDUCTION JOURNALS 2/21/90 TO 3/06/90	731-11	7/97
6	GROSS & DEDUCTION JOURNALS 4/18/90 TO 5/10/90	731-11	7/97
7	GROSS & DEDUCTION JOURNALS 4/04/90 TO 4/17/90	731-11	7/97
8	CHECK REGISTER 5/30/90 TO 6/26/90	731-11	7/97
9	GROSS & DEDUCTION JOURNALS 5/02/90 TO 5/15/90	731-11	7/97

Disposal
7/22/97
[Signature]

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1579)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO. <i>92W204</i>	DATE RECEIVED 8-23-91
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE LOCATION SECTIONS 4 18	NO. OF CU. FT. 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 15 06/26/91 TO 07/09/91 10-61	1813 #14	1/99
2	TIME CARDS PAY 15 06/26/91 TO 07/09/91 65-74.3	731-20	1/99
3	TIME CARDS PAY 15 06/26/91 TO 07/09/91 81-84	731-20	1/99
4	TIME CARDS PAY 15 06/26/91 TO 07/09/91 85-90.5	731-20	1/99
5	TIME CARDS PAY 15 06/26/91 TO 07/09/91 90.6-93.2	731-20	1/99
6	TIME CARDS PAY 15 06/26/91 TO 07/09/91 93.3-97.9	731-20	1/99
7	TIME CARDS PAY 15 06/26/91 TO 07/09/91 11.1-98.65	731-20	1/99
8	TIME CARDS PAY 15 06/26/91 TO 07/09/91 98.66-99.70	731-20	1/99

Disposal
7/8/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W439	DATE RECEIVED 10-25-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 23	LOCATION SECTIONS 26
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 18 08/07/91 TO 08/20/91 10-62	731-20	1/99
2	TIME CARDS PAY 18 08/07/91 TO 08/20/91 63-74.3	731-20	1/99
3	TIME CARDS PAY 18 08/07/91 TO 08/20/91 81-84	731-20	1/99
4	TIME CARDS PAY 18 08/07/91 TO 08/20/91 85-90.5	731-20	1/99
5	TIME CARDS PAY 18 08/07/91 TO 08/20/91 90.6-93.2	731-20	1/99
6	TIME CARDS PAY 18 08/07/91 TO 08/20/91 93.3-97.9	731-20	1/99
7	TIME CARDS PAY 18 08/07/91 TO 08/20/91 11.1-98.65	731-20	1/99
8	TIME CARDS PAY 18 08/07/91 TO 08/20/91 98.66-99.70	731-20	1/99
9	TIME CARDS PAY 19 08/21/91 TO 09/03/91 10-62	731-20	1/99
10	TIME CARDS PAY 19 08/21/91 TO 09/03/91 63-74.3	731-20	1/99
11	TIME CARDS PAY 19 08/21/91 TO 09/03/91 81-84	731-20	1/99
12	TIME CARDS PAY 19 08/21/91 TO 09/03/91 85-90.5	731-20	1/99
13	TIME CARDS PAY 19 08/21/91 TO 09/03/91 90.6-93.3	731-20	1/99
14	TIME CARDS PAY 19 08/21/91 TO 09/03/91 93.3-97.9	731-20	1/99
15	TIME CARDS PAY 19 08/21/91 TO 09/03/91 11.1-98.65	731-20	1/99
16	TIME CARDS PAY 19 08/21/91 TO 09/03/91 98.66-99.70	731-20	1/99

Disposal
7/10/97
gfs

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W608	DATE RECEIVED 12-12-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 43	LOCATION SECTIONS 24-25
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 24	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 20 09/04/91 TO 09/17/91 10-62	731-20	1/99
2	TIME CARDS PAY 20 09/04/91 TO 09/17/91 63-74.3	731-20	1/99
3	TIME CARDS PAY 20 09/04/91 TO 09/17/91 81-84	731-20	1/99
4	TIME CARDS PAY 20 09/04/91 TO 09/17/91 85-90.5	731-20	1/99
5	TIME CARDS PAY 20 09/04/91 TO 09/17/91 90.6-93.2	731-20	1/99
6	TIME CARDS PAY 20 09/04/91 TO 09/17/91 93.3-97.9	731-20	1/99
7	TIME CARDS PAY 20 09/04/91 TO 09/17/91 11.1-98.65	731-20	1/99
8	TIME CARDS PAY 20 09/04/91 TO 09/17/91 98.66-99.70	731-20	1/99
9	TIME CARDS PAY 21 09/18/91 TO 10/01/91 10-62	731-20	1/99
10	TIME CARDS PAY 21 09/18/91 TO 10/01/91 63-74.3	731-20	1/99
11	TIME CARDS PAY 21 09/18/91 TO 10/01/91 81-84	731-20	1/99
12	TIME CARDS PAY 21 09/18/91 TO 10/01/91 85-90.5	731-20	1/99
13	TIME CARDS PAY 21 09/18/91 TO 10/01/91 90.6-93.2	731-20	1/99
14	TIME CARDS PAY 21 09/18/91 TO 10/01/91 93.3-97.9	731-20	1/99
15	TIME CARDS PAY 21 09/18/91 TO 10/01/91 11.1-98.65	731-20	1/99
16	TIME CARDS PAY 21 09/18/91 TO 10/01/91 98.66-99.70	731-20	1/99
17	TIME CARDS PAY 22 10/02/91 TO 10/15/91 10-62	731-20	1/99
18	TIME CARDS PAY 22 10/02/91 TO 10/15/91 63-74.3	731-20	1/99
19	TIME CARDS PAY 22 10/02/91 TO 10/15/91 81-84	731-20	1/99
20	TIME CARDS PAY 22 10/02/91 TO 10/15/91 85-90.5	731-20	1/99
21	TIME CARDS PAY 22 10/02/91 TO 10/15/91 90.6-93.2	731-20	1/99
22	TIME CARDS PAY 22 10/02/91 TO 10/15/91 93.3-97.9	731-20	1/99
23	TIME CARDS PAY 22 10/02/91 TO 10/15/91 11.1-98.65	731-20	1/99
24	TIME CARDS PAY 22 10/02/91 TO 10/15/91 98.66-99.70	731-20	1/99

1813 ± 14

Disposal
7-16-99
AW

R-43

S24-25

5 Emptyies

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 TELEPHONE - 799-13791

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1142	DATE RECEIVED 4-9-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 123	LOCATION SECTIONS 10-11
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 42	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	VOUCHERS 218771 TO 218865	¹⁸⁰⁹ 884-1	7/97
2	VOUCHERS 218866 TO 219179	884-1	7/97
3	VOUCHERS 219180 TO 219465	884-1	7/97
4	VOUCHERS 219466 TO 219803	884-1	7/97
5	VOUCHERS 219804 TO 220103	884-1	7/97
6	VOUCHERS 220140 TO 220439	884-1	7/97
7	VOUCHERS 220440 TO 220758	884-1	7/97
8	VOUCHERS 220759 TO 221052	884-1	7/97
9	VOUCHERS 221053 TO 221446	884-1	7/97
10	VOUCHERS 221447 TO 221681	884-1	7/97
11	VOUCHERS 221682 TO 222016	884-1	7/97
12	VOUCHERS 222017 TO 222299	884-1	7/97
13	VOUCHERS 222300 TO 222648	884-1	7/97
14	VOUCHERS 222649 TO 222912	884-1	7/97
15	VOUCHERS 222913 TO 223213	884-1	7/97
16	VOUCHERS 223214 TO 223526	884-1	7/97
17	VOUCHERS 223527 TO 223850	884-1	7/97
18	VOUCHERS 223851 TO 224082	884-1	7/97
19	VOUCHERS 224083 TO 224405	884-1	7/97
20	VOUCHERS 224406 TO 224673	884-1	7/97
21	VOUCHERS 224674 TO 224951	884-1	7/97
22	VOUCHERS 224952 TO 225272	884-1	7/97
23	VOUCHERS 225273 TO 225590	884-1	7/97
24	VOUCHERS 225591 TO 225852	884-1	7/97
25	VOUCHERS 225853 TO 226164	884-1	7/97
26	VOUCHERS 226165 TO 226656	884-1	7/97
27	VOUCHERS 226657 TO 226926	884-1	7/97
28	VOUCHERS 226927 TO 227068	884-1	7/97
29	VOUCHERS 227069 TO 227318	884-1	7/97
30	VOUCHERS 227319 TO 227624	884-1	7/97
31	VOUCHERS 227625 TO 227934	884-1	7/97
32	VOUCHERS 227935 TO 228160	884-1	7/97
33	VOUCHERS 228161 TO 228373	884-1	7/97
34	VOUCHERS 228374 TO 228661	884-1	7/97

Disposal
7/22/97
[Signature]
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R-123

S-10-11

10 empty

R123

S11

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1204	DATE RECEIVED 4-20-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 4	LOCATION SECTIONS 4-5
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 10-61.7	731-20 7/99
2	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 62-73	731-20 7/99
3	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 74-84	731-20 7/99
4	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 85-90.5	731-20 7/99
5	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 90.6-93.2	731-20 7/99
6	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 93.3-61.8	731-20 7/99
7	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 98.0-98.79	731-20 7/99
8	TIME CARDS PAY 01 12/25/91 TO 01/07/92 RC 99.0-99.80	731-20 7/99
9	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 10-61.7	731-20 7/99
10	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 62-73	731-20 7/99
11	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 74-84	731-20 7/99
12	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 85-90.5	731-20 7/99
13	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 90.6-93.2	731-20 7/99
14	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 93.3-61.8	731-20 7/99
15	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 98.0-98.79	731-20 7/99
16	TIME CARDS PAY 02 01/08/92 TO 01/21/92 RC 99.0-99.80	731-20 7/99

1813 #14

Disposal
7/8/97
[Signature]

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1205	DATE RECEIVED 4-20-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 19	LOCATION SECTIONS 35
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 8	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 03 01/22/91 TO 01/04/92 10.00-61.70	731-20 1813 #14	7/99
2	TIME CARDS PAY 03 01/22/91 TO 01/04/92 62.00-73.00	731-20	7/99
3	TIME CARDS PAY 03 01/22/91 TO 01/04/92 74.00-84.00	731-20	7/99
4	TIME CARDS PAY 03 01/22/91 TO 01/04/92 85.00-90.50	731-20	7/99
5	TIME CARDS PAY 03 01/22/91 TO 02/04/92 90.60-93.2	731-20	7/99
6	TIME CARDS PAY 03 01/22/91 TO 02/04/92 93.30-61.8	731-20	7/99
7	TIME CARDS PAY 03 01/22/91 TO 02/04/92 98.0-98.79	731-20	7/99
8	TIME CARDS PAY 03 01/22/91 TO 02/04/92 99.0-99.8	731-20	7/99

Disposal
7/10/97
[Signature]

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1220		DATE RECEIVED 4-22-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 139		LOCATION SECTIONS 24	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VOUCHER REGISTER 90-255 TO 90-380	858-30	1/97
2	VOUCHER REGISTER 90-382 TO 90-472	858-30	1/97
3	VOUCHER REGISTER 91-0113 TO 91-0217	858-30	1/97

*Disposal
11/10/97
JW*

605

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1415		DATE RECEIVED 6-2-92	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 103		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 6		NO. OF CU. FT. 5	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	EXPENSE ACCOUNTS 204862 THRU 206174	¹⁸⁰⁹ 884-5	7/97
2	EXPENSE ACCOUNTS 206175 THRU 207429	884-5	7/97
3	EXPENSE ACCOUNTS 207430 THRU 208622	884-5	7/97
4	EXPENSE ACCOUNTS 208622 THRU 209700	884-5	7/97
5	EXPENSE ACCOUNTS 209603 THRU 210788	884-5	7/97

Disposal
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[Signature]

TRAFFIC

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 9261420		DATE RECEIVED 6-3-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 102	LOCATION 25	NO. OF CU. FT. 12	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	DIST MANAGER RPT ALL DIST 01/24/92	1005-1	7/97
2 ✓	OPERATING SS DIST 1-2-3 02/26/92	1005-6	7/97
3 ✓	OPERATING SS DIST 4-5-6-7 02/21/92	1005-6	7/97
4 ✓	OPERATING SS LAB, TRAFFIC, TRANS 02/21/92	1005-6	7/97
5 ✓	DIST MANAGER RPT ALL DIST 02/27/92	1005-1	7/97
6 ✓	WITHDRAWAL ACCEPTED LIST 03/01/92 TO 03/31/92	1005-2	7/97
7 ✓	WITHDRAWAL ACCEPTED LIST 04/92	1005-2	7/97
8 ✓	DIST MANAGER RPT ALL DIST 03/27/92	1005-1	7/97
9 ✓	OPERATING S.S. DIST 1-2-3 03/27/92	1005-6	7/97
10 ✓	OPERATING S.S. DIST 4-7 03/27/92	1005-6	7/97
11 ✓	OPERATING S.S. LAB, TRAFFIC, TRANS 03/27/92	1005-6	7/97
12 ✓	NON CORRECTED ERROR/SUSPENSE LIST 01/01/92 TO 04/30/92	1005-1	7/97

1810
 Disposal
 7/21/97
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R-102
S-25

2 empty
R102
S25

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W 1434	DATE RECEIVED 6-5-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 55	LOCATION SECTIONS 30-31
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 24	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 10-61.7	1813	#14 7/99
2	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 62-73	731-20	7/99
3	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 74-84	731-20	7/99
4	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 85-90.5	731-20	7/99
5	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 90.6-93.2	731-20	7/99
6	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 93.3-61.8	731-20	7/99
7	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 98-98.79	731-20	7/99
8	TIME CARDS PAY 04 02/05/92 TO 02/18/92 RC 99-99.80	731-20	7/99
9	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 10-61.7	731-20	7/99
10	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 62-73	751-20	7/99
11	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 74-84	731-20	7/99
12	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 85-90.5	731-20	7/99
13	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 90.6-93.2	731-20	7/99
14	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 93.3-61.8	731-20	7/99
15	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 98-98.79	731-20	7/99
16	TIME CARDS PAY 05 02/19/92 TO 03/03/92 RC 99-99.80	731-20	7/99
17	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 10-61.70	731-20	7/99
18	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 62-73.70	731-20	7/99
19	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 74-84	731-20	7/99
20	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 85-90.5	731-20	7/99
21	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 90.6-93.2	731-20	7/99
22	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 93.3-61.8	731-20	7/99
23	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 98-98.79	731-20	7/99
24	TIME CARDS PAY 06 03/04/92 TO 03/16/92 RC 99-99.80	731-20	7/99

Disposal
7/9/97
OC

R ~~55~~ 55

S ~~30~~ 30-31

61 Empties

S-31-32

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93619	DATE RECEIVED 7-15-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 143	LOCATION SECTIONS 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	RECEIVING DOCUMENTS ERRORS ACCEPTED 02/01/92 TO 04/30/92	1810 1005-6 7/97	

Disposal
7/23/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W10</i>	DATE RECEIVED <i>7-15-92</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>144</i>	RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS <i>29</i>	NO. OF CU. FT. 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS PAY 07 03/18/91 TO 03/31/91 10-61.7	<i>1813 #14</i> 731-20	7/98 <i>7/98</i>
2	TIME CARDS PAY 07 03/18/91 TO 03/31/91 62-73	731-20	7/98
3	TIME CARDS PAY 07 03/18/91 TO 03/31/91 74-84	731-20	7/98 <i>7/97</i>
4	TIME CARDS PAY 07 03/18/91 TO 03/31/91 85-90.5	731-20	7/98
5	TIME CARDS PAY 07 03/18/91 TO 03/31/91 90.6-93.2	731-20	7/98
6	TIME CARDS PAY 07 03/18/91 TO 03/31/91 93.3-61.8	731-20	7/98
7	TIME CARDS PAY 07 03/18/91 TO 03/31/91 98-98.79	731-20	7/98
8	TIME CARDS PAY 07 03/18/91 TO 03/31/91 99-99.80	731-20	7/98

Disposed
7/23/97
gpy
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RECORDS TRANSMITTAL AND RECEIPT

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

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO. <i>93611</i>	DATE RECEIVED <i>7-15-92</i>
		RM CODE <i>26-03.05</i>
B. DIVISION / UNIT Office of Finance and Program Management	RANGE <i>143</i>	LOCATION SECTIONS <i>6</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	NO. OF CU. FT. <i>8</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS 04/01/92 TO 04/14/92 10-61.7	<i>1813#14</i> 731-20	7/98 <i>7/97</i>
2	TIME CARDS 04/01/92 TO 04/14/92 62-73	731-20	7/98
3	TIME CARDS 04/01/92 TO 04/14/92 74-84	731-20	7/98
4	TIME CARDS 04/01/92 TO 04/14/92 85-90.5	731-20	7/98
5	TIME CARDS 04/01/92 TO 04/14/92 90.6-93.2	731-20	7/98
6	TIME CARDS 04/01/92 TO 04/14/92 93.3-61.8	731-20	7/98
7	TIME CARDS 04/01/92 TO 04/14/92 98-98.79	731-20	7/98
8	TIME CARDS 04/01/92 TO 04/14/92 99-99.80	731-20	7/98

Disposal
7/23/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W346	DATE RECEIVED 9-23-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 123	LOCATION SECTIONS 18-19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 46	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1 ✓	VOUCHERS 242397 TO 243623	¹⁸⁰⁹ 884-1 7/97
2 ✓	VOUCHERS 242624 TO 242954	884-1 7/97
3 ✓	VOUCHERS 242955 TO 243319	884-1 7/97
4 ✓	VOUCHERS 242320 TO 243598	884-1 7/97
5 ✓	VOUCHERS 243599 TO 244094	884-1 7/97
6 ✓	VOUCHERS 244095 TO 244433	884-1 7/97
7 ✓	VOUCHERS 244434 TO 244841	884-1 7/97
8 ✓	VOUCHERS 244842 TO 245202	884-1 7/97
9 ✓	VOUCHERS 245203 TO 245423	884-1 7/97
10 ✓	VOUCHERS 245424 TO 245713	884-1 7/97
11 ✓	VOUCHERS 245714 TO 246027	884-1 7/97
12 ✓	VOUCHERS 246028 TO 246406	884-1 7/97
13 ✓	VOUCHERS 246407 TO 246755	884-1 7/97
14 ✓	VOUCHERS 246756 TO 247061	884-1 7/97
15 ✓	VOUCHERS 247062 TO 247238	884-1 7/97
16 ✓	VOUCHERS 247239 TO 247666	884-1 7/97
17 ✓	VOUCHERS 247667 TO 248012	884-1 7/97
18 ✓	VOUCHERS 248013 TO 248390	884-1 7/97
19 ✓	VOUCHERS 248391 TO 248662	884-1 7/97
20 ✓	VOUCHERS 248663 TO 248954	884-1 7/97
21 ✓	VOUCHERS 248955 TO 249462	884-1 7/97
22 ✓	VOUCHERS 249463 TO 249791	884-1 7/97
23 ✓	VOUCHERS 249792 TO 250137	884-1 7/97
24 ✓	VOUCHERS 250138 TO 250548	884-1 7/97
25 ✓	VOUCHERS 250549 TO 250880	884-1 7/97
26 ✓	VOUCHERS 250881 TO 251265	884-1 7/97
27 ✓	VOUCHERS 251266 TO 251574	884-1 7/97
28 ✓	VOUCHERS 251575 TO 251928	884-1 7/97
29 ✓	VOUCHERS 251929 TO 252283	884-1 7/97
30 ✓	VOUCHERS 252284 TO 252465	884-1 7/97
31 ✓	VOUCHERS 252457 TO 252721	884-1 7/97
32 ✓	VOUCHERS 252722 TO 253072	884-1 7/97
33 ✓	VOUCHERS 253073 TO 253399	884-1 7/97
34 ✓	VOUCHERS 253400 TO 253735	884-1 7/97

Disposal
12/22/97
[Signature]

R-123

S-18-19

6 empties

S-19

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W355	DATE RECEIVED 9-23-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION SECTIONS 30
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 40	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 10-61.7	1813 714	7/99
2	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 62-73	731-20	7/99
3	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 74-84	731-20	7/99
4	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 85-90.5	731-20	7/99
5	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 90.6-93.2	731-20	7/99
6	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 93.3-61.8	731-20	7/99
7	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 98-98.79	731-20	7/99
8	TIME CARDS 04/15/92 TO 04/28/92 PAY 09 99-99.80	731-20	7/99
9	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 10-61.7	731-20	7/99
10	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 62-73	731-20	7/99
11	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 74-84	731-20	7/99
12	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 85-90.5	731-20	7/99
13	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 90.6-93.2	731-20	7/99
14	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 93.3-61.8	731-20	7/99
15	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 98-98.79	731-20	7/99
16	TIME CARDS 04/29/92 TO 05/12/92 PAY 10 99-99.80	731-20	7/99
17	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 10-61.7	731-20	7/99
18	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 62-73	731-20	7/99
19	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 74-84	731-20	7/99
20	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 85-90.5	731-20	7/99
21	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 90.6-93.2	731-20	7/99
22	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 93.3-61.8	731-20	7/99
23	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 98-98.79	731-20	7/99
24	TIME CARDS 05/13/92 TO 05/26/92 PAY 11 99-99.80	731-20	7/99
25	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 10-61.7	731-20	7/99
26	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 62-73	731-20	7/99
27	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 74-84	731-20	7/99
28	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 85-90.5	731-20	7/99
29	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 90.6-93.2	731-20	7/99
30	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 93.3-61.8	731-20	7/99
31	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 98-98.79	731-20	7/99
32	TIME CARDS 05/27/92 TO 06/02/92 PAY 12 99-99.80	731-20	7/99
33	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 10-61.7	731-20	7/99
34	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 62-73	731-20	7/99

Disposal
7/9/97
[Signature]

35	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 74-84	731-20	7/99
36	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 85-90.5	731-20	7/99
37	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 90.6-93.2	731-20	7/99
38	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 93.3-61.8	731-20	7/99
39	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 98-98.79	731-20	7/99
40	TIME CARDS 06/10/92 TO 06/23/92 PAY 13 99-99.80	731-20	7/99

RECORDS TRANSFERAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1579)

15

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W363		DATE RECEIVED 9-23-92
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 104		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION 17	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓ EXPENSE ACCTS 214213 TO 215429
 2 ✓ EXPENSE ACCTS 215430 TO 216790

1809
 884-5 7/97
 884-5 7/97

Disposal
7/21/97
[Signature]

663

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W364		DATE RECEIVED 9-23-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 104	LOCATION SECTIONS 17	NO. OF CU. FT. 6
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓	AGENCY INTERFACE 05/27/92 TO 06/22/92 92-0531 TO 92-0361	858-28	7/97
2 ✓	AGENCY INTERFACE 03/19/92 TO 04/08/92 92-0246 TO 92-0273	858-28	7/97
3 ✓	AGENCY INTERFACE 02/03/92 TO 02/07/92 92-0204 TO 92-0218	858-28	7/97
4 ✓	AGENCY INTERFACE 02/27/92 TO 03/19/92 92-0221 TO 92-0244	858-28	7/97
5 ✓	AGENCY INTERFACE 04/08/92 TO 04/28/92 92-0277 TO 92-0296	858-28	7/97
6 ✓	AGENCY INTERFACE 04/30/92 TO 05/22/92 92-0298 TO 92-0238	858-28	7/97

Disposal
7/21/97
[Signature]

R-~~105~~ 104

S-~~15~~ 17

7 empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W365</i>		DATE RECEIVED <i>9-23-92</i>	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>70</i>		RM CODE <i>26.03.05</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202				LOCATION SECTIONS <i>35</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- 1. MANUAL COVER SHEETS F/Y 91 & 92 RECONCILIATION 07-91
- 2. AGENCY INTERFACE 07/01/91 TO 06/30/92
- 3. PREPAYMENT REG & MANUAL CHECK REG 07/01/91 TO 06/30/92

858-31
858-29
858-28

7/97-7/97	7/97
7/97-7/97	7/97
7/97-7/97	7/97

Disposal
7/9/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W383		DATE RECEIVED 9-24-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 15	LOCATION SECTIONS 8	NO. OF CU. FT. 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
2	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
3	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
4	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
5	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
6	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
7	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97
8	FINAL VOUCHERS CLEARED 01/01/92 TO 06/30/92	739-10	7/97

Disposal
7/10/97
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W653		DATE RECEIVED 11-10-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 118	LOCATION SECTIONS 10	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 EXPENSE ACCTS 216791 TO 217409

1809
884-5 7/97

Disposal
7/22/97
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W674	DATE RECEIVED 11-12-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 142	LOCATION SECTIONS 21
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | EXPENSE ACCTS 210789 TO 211935

1804
-884-5 7/97

Disposal
7/23/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 278, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1077	DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 153	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ MD. ERROR LIST 02/26/92 TO 06/15/92
 2 ✓ INVENTORY ACCEPTED LIST 06/02/92 TO 07/11/92

1810
 1005-6 7/97
 1005-6 7/97

*Disposal
 7/23/97
 AW*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1078	DATE RECEIVED 3-9-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-0305
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 5	LOCATION SECTIONS 13
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ R.C. TRANS RPT 10.01 TO 10.99 06/26/92
- 2 ✓ W.D. RPT 10.01 TO 10.99 03/27/92
- 3 ✓ W.D. REQUEST FORM 392001-400000 5/92
- 4 ✓ W.D. REQUEST FORM 189501-392000
- 5 ✓ D.M. OPERATING S.S. 10.01 TO 10.49 06/26/92
- 6 ✓ OPERATING S.S. RPT 10.01 TO 10.99 05/27/92

1810	
1005-6	7/97
1005-2	7/97
1005-2	7/97
1005-2	7/97
1005-7	7/97
1005-6	7/97

Disposed
7/8/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1097		DATE RECEIVED 3-9-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE SECTIONS 154 15		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ | MANUALS LIST 6/90 TO 3/92

858-31

7/97

*Disposal
9/23/97
AW*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES.

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W925		DATE RECEIVED 3-23-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 120		LOCATION SECTIONS 20-21	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 10			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS		3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	IMS - WITHDRAWAL REQUEST FORMS 399001 TO 402000	¹⁸¹⁰ 1005-2	7/1997
2	IMS - WITHDRAWAL REQUEST FORMS 402001 TO 405000	1005-2	7/1997
3	IMS - WITHDRAWAL REQUEST FORMS 405001 TO 408000	1005-2	7/1997
4	IMS - WITHDRAWAL REQUEST FORMS 408001 TO 411000	1005-2	7/1997
5	IMS - WITHDRAWAL REQUEST FORMS 411001 TO 414000	1005-2	7/1997
6	IMS - WITHDRAWAL REQUEST FORMS 414001 TO 417000	1005-2	7/1997
7	IMS - WITHDRAWAL REQUEST FORMS 417001 TO 420000	1005-2	7/1997
8	IMS - WITHDRAWAL REQUEST FORMS 420001 TO 423000	1005-2	7/1997
9	IMS - WITHDRAWAL REQUEST FORMS 423001 TO 426000	1005-2	7/1997
10	IMS - WITHDRAWAL REQUEST FORMS 426001 TO 428500	1005-2	7/1997

Disposal
7/22/97
[Signature]
[Signature]

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

8720

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W272		DATE RECEIVED 8-23-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 115		LOCATION SECTIONS 32	
D. PHONE NO. 333-1447 Baltimore, Md. 21202				NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- | | |
|---|---------------------------------------------|
| 1 | PERM & TEMP INPUTS PAYS 15-26 1989 (AUDITS) |
| 2 | PERM & TEMP INPUTS PAY 16 1990 - 1991 |
| 3 | PERM & TEMP INPUTS PAY 5 & 6 1992 |

1805 #17	
731-25	7/99
731-25	7/99
731-25	7/99

Disposal
7/22/97

[Handwritten signature]

R-115
S-32

Box # 3 - Missing

3 empties

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 9561086		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 104	LOCATION SECTIONS 33	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	PERM & TERMP INPUTS PAY 8 - 10 1992	¹⁸¹³ 731-25	7/1999
2	PERM & TERMP INPUTS ADJ PAY 2 - 4 1992	731-25	7/1999

*disposal
9/21/97
AW*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W1254		DATE RECEIVED 6-8-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 41	LOCATION 14	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	CANCELLED EXPENSE AND REPLACEMENT CHECKS PAY 12-18 1991	890-1	6/97 ✓
2	CANCELLED EXPENSE AND REPLACEMENT CHECKS PAY 19 1991 - PAY 2 1992	890-1	6/97 ✓

disposal
 7-14-97
 AW

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W1321		DATE RECEIVED 6-21-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 67	LOCATION 21	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | CLOSED PROJECTS

1807
902-1

6/97 7/97

Disposal
7/9/97
PCZ

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>94W1322</i>	DATE RECEIVED <i>6-21-94</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>32</i>	LOCATION SECTIONS <i>23</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 10	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 FINAL ESTIMATES
- 2 FINAL ESTIMATES
- 3 FINAL ESTIMATES
- 4 FINAL ESTIMATES
- 5 FINAL ESTIMATES
- 6 FINAL ESTIMATES
- 7 FINAL ESTIMATES
- 8 FINAL ESTIMATES
- 9 FINAL ESTIMATES
- 10 FINAL ESTIMATES

<i>1807</i>	
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97
907-1	6/97

7/97
** Missing Box #7*

Disposal
7/10/97
[Signature]

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W1323		DATE RECEIVED 6-21-94
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 27	LOCATION SECTIONS 12	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | VEHICLE & EQUIPMENT USAGE EDITS 1 OF 1

¹⁶⁴⁹
~~1002-14~~ ~~6/97~~ 7/97

Disposal
7/10/97
JPS

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration -		ACCESSION NO. 94W1324		DATE RECEIVED 6-21-94
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 27	LOCATION SECTIONS 12	NO. OF CU. FT. 8
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 92 MAY	1022-13	6/97
2	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 JUNE	1022-13	6/97
3	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 JULY	1022-13	6/97
4	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 AUG	1022-13	6/97
5	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 SEPT	1022-13	6/97
6	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 OCT	1022-13	6/97
7	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 NOV	1022-13	6/97
8	EQUIPMENT USAGE REPORTS - FORM 590-D (EQUIPMENT) FY 93 DEC	1022-13	6/97

Disposal
7/10/97
[Signature]

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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W1325		DATE RECEIVED 6-21-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 39	LOCATION 18	SECTIONS 18	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EQUIPMENT USAGE REPORTS - FORM 590 - 0 (VEHICLES) FY 93 MAY-JUNE	1022-12	6/97
2	EQUIPMENT USAGE REPORTS - FORM 590 - 0 (VEHICLES) FY 93 JULY-AUG	1022-12	6/97
3	EQUIPMENT USAGE REPORTS - FORM 590 - 0 (VEHICLES) FY 93 SEPT - OCT	1022-12	6/97
4	EQUIPMENT USAGE REPORTS - FORM 590 - 0 (VEHICLES) FY 93 NOV - DEC	1022-12	6/97

Disposal
7/14/97
gpr

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1370		DATE RECEIVED 4-26-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 113	LOCATION SECTIONS 26	NO. OF CU. FT. 4
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EQUIPMENT USAGE REPORT FORM 590D (EQUIPMENT) JAN 1994 ✓	¹⁶⁴⁹ 1022-13	7/97
2	EQUIPMENT USAGE REPORT FEB 1994 ✓	1022-13	7/97
3	EQUIPMENT USAGE REPORT MARCH 1994 ✓	1022-13	7/97
4	EQUIPMENT USAGE REPORT APRIL 1994 ✓	1022-13	7/97

*disposal
7/21/97
[Signature]*

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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W327	DATE RECEIVED 9-23-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 34	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ GROSS & DEDUCTION JOURNALS 05/16/90 TO 05/29/90
 2 ✓ PERM & TEMP INPUTS PAY 05 - PAY 10 1990

1813
~~731-11~~ #7, 1/98 7/97
 731-25 17 7/97

Disposal
7/14/97
[Signature]

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W330		DATE RECEIVED 9-23-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 39		LOCATION SECTIONS 24	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		NO. OF CU. FT. 16	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES
1	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 98.66-99.70
2	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 10-62
3	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 10-62
4	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 81-84
5	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 63-74.3
6	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 90.6-93.2
7	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 11.1-98.65
8	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 63-74.3
9	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 85-90.5
10	TIME CARDS PAY 16 7/10/91 TO 7/23/91 R.C. 93.3-97.9
11	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 81-84
12	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 85-90.5
13	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 90.6-93.2
14	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 93.3-97.9
15	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 98.66-99.70
16	TIME CARDS PAY 17 7/24/91 TO 8/06/91 R.C. 11.1 - 98.65

4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
731-20 #14 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
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731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99
731-20 1/99

Disposal
7/14/97
[Signature]

R-39

5-24

2 Empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1215	DATE RECEIVED 4-21-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 34	LOCATION SECTIONS 6-7
D. PHONE NO. 333-1447 Baltimore Md. 21202		NO. OF CU. FT. 40	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	TIME CARDS PAY 23 10/16/91 RC 10-61	731-20 1813 #14 1/99
2	TIME CARDS PAY 23 10/16/91 RC 63-74.3	731-20 1/99
3	TIME CARDS PAY 23 10/16/91 RC 81-84	731-20 1/99
4	TIME CARDS PAY 23 10/16/91 RC 85-90.5	731-20 1/99
5	TIME CARDS PAY 23 10/16/91 RC 90.6-93.2	731-20 1/99
6	TIME CARDS PAY 23 10/16/91 RC 93.3-97.9	731-20 1/99
7	TIME CARDS PAY 23 10/16/91 RC 11.1-98.65	731-20 1/99
8	TIME CARDS PAY 23 10/16/91 RC 98.66-99.70	731-20 1/99
9	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 10-62	731-20 1/99
10	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 63-74.3	731-20 1/99
11	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 81-84	731-20 1/99
12	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 85-90.5	731-20 1/99
13	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 90.6-93.2	731-20 1/99
14	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 93.3-97.9	731-20 1/99
15	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 11.1-98.65	731-20 1/99
16	TIME CARDS PAY 24 10/31/91 TO 11/12/91 RC 98.66-99.70	731-20 1/99
17	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 10-62	731-20 1/99
18	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 63-74.3	731-20 1/99
19	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 81-84	731-20 1/99
20	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 85-90.5	731-20 1/99
21	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 90.6-93.2	731-20 1/99
22	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 93.3-97.9	731-20 1/99
23	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 11.1-98.65	731-20 1/99
24	TIME CARDS PAY 25 11/13/91 TO 11/26/91 RC 98.66-99.70	731-20 1/99
25	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 10-62	731-20 1/99
26	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 63-74.3	731-20 1/99
27	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 81-84	731-20 1/99
28	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 85-90.5	731-20 1/99
29	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 90.6-93.2	731-20 1/99
30	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 93.3-97.9	731-20 1/99
31	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 11.1-98.65	731-20 1/99
32	TIME CARDS PAY 26 11/27/91 TO 12/10/91 RC 98.66-99.70	731-20 1/99
33	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 10-62	731-20 1/99
34	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 63-74.3	731-20 1/99

Disposal
7/14/97
[Signature]

35	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 81-84	731-20	1/99
36	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 85-90.5	731-20	1/99
37	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 90.6-93.2	731-20	1/99
38	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 93.3-97.9	731-20	1/99
39	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 11.1-98.65	731-20	1/99
40	TIME CARDS PAY 01 12/11/91 TO 12/24/91 RC 98.66-99.70	731-20	1/99

R-34

S-6-7

1 empty

S-7

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. 93W1524	DATE RECEIVED 5-12-93
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE LOCATION SECTIONS 54 13	NO. OF CU. FT. 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	R/D CASH RECEIPTS PAID 7/88 TO 06/90	1191-5	7/97
2	R/D 1126 CASH RECEIPTS 07/88 TO 06/90	1191-5	7/97
3	R/D BILLING PRINTOUTS 07/89 TO 06/90	1191-4	7/97

Disposal
 7/9/97


RECORDS TRANSMITTAL, AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

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E

RECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 93W1560		DATE RECEIVED 5-14-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION 21	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | S.S. REPORT DIST 1, 2, 3, 4 06/26/92

1810
~~1005-6~~ 7/97

Disposal
7/8/97
eps

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W232		DATE RECEIVED 8-23-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION 12	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL <i>William R. Buntelle</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | FICA & PENSION SUBSIDY REPORTS 09/90 TO 12/91

1813 #17
731-8
7/97
1/2002

Disposal
7/8/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

13720

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E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W264		DATE RECEIVED 8-23-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION 16	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			
1	BIWEEKLY LEAVE ADJUSTMENTS RC 10.0 - 95.6 1991 SEPT TO DEC.	1805-17 731-25 7/98			
2	BIWEEKLY LEAVE ADJUSTMENTS RC 92.0 - 99.8 1991 SEPT TO DEC.	731-25 7/98			

Disposal
7/10/97
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RECORDS TRANSMITTAL AND RECEIPT

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W287		DATE RECEIVED 8-26-94
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 14	LOCATION SECTIONS 12	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	PAYROLL BLOCK CONTROLS MANUALS 1993
2	PAYROLL BLOCK COMPUTER 10/92 - 12/92

1813-28	7/97
731-1	
731-12	7/97

Disposal
7/10/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W291	DATE RECEIVED 8-26-94
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 54	LOCATION SECTIONS 14
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	BIWEEKLY LEAVE ADJUSTMENTS PAY 9 - 13 1992	731-25	7/99
2	BIWEEKLY LEAVE ADJUSTMENTS PAY 14 - 18 1992	731-25	7/99
3	BIWEEKLY LEAVE ADJUSTMENTS PAY 19 - 23 PART 1 1992	731-25	7/99
4	BIWEEKLY LEAVE ADJUSTMENTS PAY 23 PART 2 TO 26 1992	731-25	7/99

Disposal
7/9/97
Py 2

R-54

S-14

1 empty

RECORDS TRANSMITTAL AND RECEIPT

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W555		DATE RECEIVED 11-3-94	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.0305	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 16		LOCATION SECTIONS 18-19	
D. PHONE NO. 333-1447 Baltimore, Md. 21202				NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	BOX 96 IMS DAILY FUEL TICKETS 02/92	¹⁸¹⁰ 1005-1	7/97
2	BOX 97 IMS DAILY FUEL TICKETS 07/92	1005-1	7/97
3	BOX 98 IMS DAILY FUEL TICKETS 05/94	1005-1	7/97
4	BOX 103 IMS WEEKLY FUEL ADJUSTMENT REPORT 6/92 - 10/92	1005-11	7/97
5	BOX 104 IMS WEEKLY FUEL ADJUSTMENT REPORT 5/91 - 06/92	1005-11	7/97
6	BOX 105 IMS WEEKLY FUEL ADJUSTMENT REPORT 5/91 - 06/92	1005-11	7/97

Disposal
7/10/97
[Signature]

498

RECORDS TRANSMITTAL AND RECEIPT

Copy

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W556	DATE RECEIVED 11-3-94		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.0305		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 16	LOCATION SECTIONS 19	NO. OF CU. FT. 13	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	CONTRACTS BOX 31 ✓	907-1	7/97
2	CONTRACTS BOX 32 ✓	907-1	7/97
3	CONTRACTS BOX 33 ✓	907-1	7/97
4	CONTRACTS BOX 34 ✓	907-1	7/97
5	CONTRACTS BOX 35 ✓	907-1	7/97
6	CONTRACTS BOX 36 ✓	907-1	7/97
7	CONTRACTS BOX 37 ✓	907-1	7/97
8	CONTRACTS BOX 38 ✓	907-1	7/97
9	CONTRACTS BOX 39 ✓	907-1	7/97
10	FINAL ESTIMATE BOX 11 ✓	907-1	7/97
11	FINAL ESTIMATE BOX 12 ✓	907-1	7/97
12	FINAL ESTIMATE BOX 13 ✓	907-1	7/97
13	FINAL ESTIMATE BOX 14 ✓	907-1	7/97

Disposal
7/10/97

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1072		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 34	LOCATION SECTIONS 8	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | VOUCHER REGISTER 92-0298 - 92-0387

1812
-005-3 7/97

Disposal
7/14/97
JPS

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>95W1073</i>		DATE RECEIVED <i>3-1-95</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>26</i>	LOCATION SECTIONS <i>29</i>	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | PAYROLL AUTHORIZATION TRANSMITTALS DEC 1992

1813 #6 7/1997

Disposal
7/10/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1074		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 6	LOCATION SECTIONS 5	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | BI-WEEKLY UPDATE 1991 - 1992

1809
-004-8 7/97

Disposal
7/8/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 956W1075		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 15	LOCATION SECTIONS 15	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1. MASTER AUTHORIZATION CARDS 7/01/94
 2. PAYROLL ERROR LISTING 1992

1813 #1,13 7/97
 731-19 7/97

Disposal
7/10/97
ggs

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1076		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35	LOCATION SECTIONS 7	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | PHYROLL ERROR LISTING EDITS PAYS 1 - 21 1994

~~731-18~~ ¹⁸¹³ #13 7/97

Disposal
7/14/97
[Signature]

956

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 276, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1077	DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35	LOCATION SECTIONS 7
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	PAYROLL BLOCK CONTROL REGISTER 1993 - 1994 (PRC20 & PRC40)	731-12 ^{1813 #8}	7/97
2	PAYROLL BLOCK CONTROL REGISTER INCREMENT RUNS 1990 - 1994	731-12	7/97
3	PAYROLL BLOCK CONTROL REGISTER PAY 14 1994 (PRC40) & PAY 20 1994	731-12	7/97
4	PAYROLL BLOCK CONTROL REGISTER PAY 1 - 8 1994	731-12	7/97
5	PAYROLL BLOCK CONTROL REGISTER 1990 - 1994 (PRR30 & PRC10)	731-12	7/97
6	PAYROLL BLOCK CONTROL REGISTER PAY 9 - 14 1994	731-12	7/97

Disposed
 7/14/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1344		DATE RECEIVED 4-25-95
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 19		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 23	NO. OF CU. FT. 14	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

- | 2. BOX NUMBERS | 3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES |
|----------------|------------------------------------------------|
| 1 | INVENTORY WITHORAWAL TICKETS BOX 123 |
| 2 | INVENTORY WITHORAWAL TICKETS BOX 124 |
| 3 | INVENTORY WITHORAWAL TICKETS BOX 125 |
| 4 | INVENTORY WITHORAWAL TICKETS BOX 126 |
| 5 | INVENTORY WITHORAWAL TICKETS BOX 127 |
| 6 | INVENTORY WITHORAWAL TICKETS BOX 128 |
| 7 | INVENTORY WITHDRAWAL TICKETS BOX 129 |
| 8 | PURCHASE ORDER INPUT FORMS BOX 130 |
| 9 | PURCHASE ORDER INPUT FORMS BOX 131 |
| 10 | PURCHASE ORDER INPUT FORMS BOX 135 |
| 11 | MONTHLY FIXED ASSET RECONCILIATIONS BOX 132 |
| 12 | MONTHLY FIXED ASSET RECONCILIATIONS BOX 133 |
| 13 | MONTHLY FIXED ASSET RECONCILIATIONS BOX 134 |
| 14 | MONTHLY FIXED ASSET RECONCILIATIONS BOX 141 |

- | 4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) |
|---------------------------------------------------------|
| 1810 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-2 7/97 |
| 1005-4 7/97 |
| 1005-4 7/97 |
| 1005-4 7/97 |
| 1005-12 7/97 |
| 1005-12 7/97 |
| 1005-12 7/97 |
| 1005-12 7/97 |

Disposal
7/10/97

R-19
S-23

3 empties

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1645		DATE RECEIVED 6-14-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 19	LOCATION SECTIONS 9	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | MASTER AUTHORIZATION CARD 1994

1813 ± 1
731-02 7/97

Disposal
2/10/97
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W162		DATE RECEIVED 9-5-95
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 55		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 19		NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | TRIAL BLANCES JAN. - MARCH 1986

1649
~~1022~~-5

7/97

Disposal
7/9/97
pel

1071

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 9661163		DATE RECEIVED 9-5-95	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 55		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 19		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	EQUIPMENT USAGE REPORT	MAY 1994	¹⁶⁴⁹ 1022-13	7/97
2	VEHICLE USAGE REPORT	MAY - JUNE - 1994	1022-12	7/97

Disposal
7/9/97
[Signature]

1020

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W 1481		DATE RECEIVED 5-10-96
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 32		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION 28	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | EVR 41 - JUL '93 - JUN '94 BOX J4

| 490-4

7/97

Disposal
7/10/97
[Signature]

1159

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>96W1490</i>		DATE RECEIVED <i>5-10-96</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>26</i>		RM CODE <i>26-03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION <i>34</i>	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EVER 32 - JUN'93 (FINAL), JUL'93, AUG'93 JAN'94 - MAR'94	490-1	7/99
2	JOURNAL ENTRIES - FY'94 QUARTERLY MILEAGE 2ND Q FY'88 THRU 4TH QA FY '93 EVR 41 - JUL'91 - MAY '92 BOX J7	490-5	7/99

7/97

*Disposal
7/10/97
gpr*

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 1275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W1491		DATE RECEIVED 5-10-96	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 26		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 17		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	EVR 32 - APR.'94, MAY'94, JUN '94 FINAL JOURNAL ENTRIES - FY '91 PAID REQUISITIONS FY'90 BOX J1	490-1&3	7/99
2	EVR 32 - JUN '93 (FINAL), JUL'93, AUG'93 JAN'94 - MAR'94 BOX J3	490-1	7/99

7/97

Disposal
7/10/97
BP

E

RECORDS TRANSMITTAL AND RECEIPT

X

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY		ACCESSION NO.	DATE REC'D
1. STATE HIGHWAY ADMINISTRATION		96W674	11-29-95
B. DIVISION/UNIT			RM CODE
MOTOR CARRIER - HAULING PERMITS			26-03-06
C. MAILING ADDRESS		LOCATION	NO. OF CU. FT.
OFFICE OF TRAFFICE AND SAFETY 7491 CONNELLEY DRIVE HANOVER, MARYLAND 21076		RANGE SECTION(S)	
		36 31-32	26
D. PHONE NO. (410) 582- 5729		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL DARLENE EIDE		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PINK COPIES (JULY 94 - DEC. 94)	DISPOSAL DATE
1	A - BURGEMEISTER BELL (JULY 94 - DEC 94)	DECEMBER 1997
2	BU - CZ (JULY 94 - DEC 94)	# 497 1829
3	D - E (JULY 94 - DEC 94)	# 2
4	F - HARDAWAY COMPANY (JULY 94 - DEC. 94)	
5	HAVERHILL - JA - JZ (JULY 94 - DEC 94)	1/98
6	K - CHARLES J. MILLER (JULY 94 - DEC 94)	
7	MO - RZ (JULY 94 - DEC 94)	
8	S - WH (JULY 94 - DEC 94)	
9	WI - Z (JULY 94 - DEC 94)	
	PARTIAL PINK COPIES FOR BUDS PERMIT SVC. (JULY 94 - AUG 94)	
10	BUDS (SEPT - NOV 94)	
11	BUD's (DEC 94) thry EDS (JULY 94 - OCT. 94)	
12	EDS (NOV. 94 - DEC 94) DAILY EXPRESS (JULY 94 - OCT 94)	
13	DAILY (NOV 94 - DEC 94) SHAWNEE (JULY 94 - DEC 94) PERMIT EXPRESS (JULY 94 - DEC 94)	
14	MD PERMIT SERVICE (JULY 94 - SEPT 94)	

Disposal
5-6-98
[Signature]

RECORDS RETENTION AND DISPOSAL SCHEDULE
(CONTINUATION SHEET)SCHEDULE
NO.PAGE
NO.

Item No.	Description	Retention
15	MARYLAND PERMIT SVC, OCT. - DEC. NANTICOKE HOMES, AND STATE PERMIT SVC.	DISPOSAL DATE DECEMBER 1997
16	INTERSTATE PERMIT SVC LEFT OVER BOOKS (93 & 94)	
17	TRANSCOM PERMIT SVC FOR JULY - SEPT. 94	
18	TRANSCOM PERMIT SVC FOR SEPT - DEC. 94 AND XERO FAX FOR JULY 1994	
19	XERO FAX FOR AUGUST - OCTOBER 1994	
20	XERO FAX FOR OCTOBER - DECEMBER 94 TUI PERMIT SVC (JULY 94)	
21	TUI PERMIT SVC FOR JULY 1994 - AUGUST 1994	
22	TUI PERMIT SVC FOR AUGUST - SEPTEMBER 1994	
23	TUI PERMIT SVC FOR SEPTEMBER - OCTOBER 1994	
24	TUI PERMIT SVC FOR OCTOBER 1994 - NOVEMBER 1994	
25	TUI PERMIT SVC FOR NOVEMBER 1994 - DECEMBER 1994	
26	TUI PERMIT SVC FOR DECEMBER 1994	

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 95W1271	DATE REC'D 4-3-95
B. DIVISION/UNIT MOTOR CARRIER - HAULING PERMITS			RM CODE 26-03-06
C. MAILING ADDRESS OFFICE OF TRAFFIC & SAFETY 7491 CONNELLEY DRIVE HANOVER, MD 21076		LOCATION RANGE SECTION(S) 146 16-17	NO. OF CU. FT. 37
D. PHONE NO. (410) 582-5729		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL DARLENE EIDE		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	COMPANIES LEDGERS & PINK COPIES (JUNE 93 - JUNE 94)	DISPOSAL DATE JULY 1997
1	COMPANY LEDGERS (E-Z) JUNE 93 to JUNE 94)	<i>Sch # 497</i> ¹⁸⁷⁹
2	COMPANY LEDGERS (A-D) CONTAINERIZED LEDGERS (A-Z) (JUNE 93 - JUNE 94)	<i>Item # 2</i>
3	SPECIALS, BLANKETS, BOOKS, CC PERMITS, CASH RECEIPTS, MONTHLY REPORTS, RUN 42, HISTORY (JULY 93 - JUNE 94)	<i>Disposal</i>
4	PERMIT SERVICES BUDS - TUI (JUNE 93 - JUNE 94)	<i>7/23/97</i>
5	SPECIALS, BLANKETS, BOOKS, BLUE BOOKS (JULY 93 - JUNE 94)	<i>[Signature]</i>
6	HAULER DATA (JULY 93 - JUNE 94) RIDS A-H, MODE 4 A-H, END OF YEAR REPORT.	<i>[Signature]</i>
7	BOOK OF PERMITS (JANUARY 93 - DECEMBER 93)	
8	A - BZ (JAN. 94 - JUNE 94)	
9	DAVID A. BRAMBLE - CLYDES TRANSFER (JAN. 94 - JUNE 94)	
10	C - F.O. DAY (JAN. 94 - JUNE 94)	
11	D THRU F (JAN. 94 - JUNE 94)	
12	FOREMOST INDUSTRIES THRU GROVE MFG. (JAN. 94 - JUNE 94)	
13	H THRU HULCHER SERVICES (JAN. 94 - JUNE 94)	
14	I THRU M (JAN. 94 - JUNE 94)	

DEPARTMENT OF GENERAL SERVICES
Records Management Division

RECORDS RETENTION AND DISPOSAL SCHEDULE

AGENCY		DIVISION
Item No.	Description	Retention
	PINK COPIES JANUARY 1994 - JUNE 1994	DISPOSAL JULY 1997
15	WILLIAM MASON - NATIONWIDE HOMES (JAN. - JUNE 94)	
16	NAYLOR CLEARING TO RELIABLE CONTRACTING JAN. 94 - JUNE 94	
17	RH THRU T (JAN. 94 - JUNE 94)	
18	TEAL CONST. - W.F. WILSON (JAN. 94 - JUNE 94)	
19	BUDS PERMIT SERVICE (JAN. 94 - MARCH 94)	
20	BUDS PERMIT SERVICE (APRIL 94 - JUNE 94)	
21	DAILY EXPRESS (JAN. 94 - MAY 94)	
22	DAILY EXPRESS (JUNE 94) INTERSTATE PERMIT SVC. (JAN. 94 - JUNE 94)	
23	MARYLAND PERMIT SVC (JAN. 94 - APRIL 94)	
24	MARYLAND PERMIT SVC (MAY 94 - JUNE 94) THRU NANTICOKE HOMES (JAN. 94 - JUNE 94)	
25	TRANSCOM PERMIT SVC (JAN. 94 - FEB. 1994)	
26	TRANSCOM PERMIT SVC. (MAR. 1994 - MAY 1994)	
27	TRANSCOM PERMIT SVC (JUNE 94) STATE PERMIT SVC. (JAN. 94 - JUNE 94) PERMIT EXPRESS (JAN 94 to (JUNE 94) XERO FAX (JAN. 94 - FEB. 94)	
28	XERO FAX (MARCH 94 - JUNE 94)	
29	TUI PERMIT SERVICE (JANUARY 94)	
30	TUI PERMIT SERVICE (FEBRUARY 94)	

Schedule Approved by Department,
Agency, or Division Representative

Schedule Authorized by

Date Signature Title Date State Archivist

CORRECTIVE COPY

DOS-550-1
REV. 7/86

DEPARTMENT OF GENERAL SERVICES
Records Management Division

SCHEDULE
NO.

PAGE
NO. 3

RECORDS RETENTION AND DISPOSAL SCHEDULE

AGENCY		DIVISION
Item No.	Description	Retention
	PINK COPIES (JANUARY 94 - JUNE 94)	DISPOSAL JULY 1997.
31	TUI PERMIT SERVICE (MARCH 94)	
32	TUI PERMIT SERVICE (APRIL 94)	
33	TUI PERMIT SERVICE (MAY 94)	
34	TUI PERMIT SERVICE (JUNE 94)	
35	TUI PERMIT SVC. (JUNE 94) HOME RUN BOOK PERMITS (JAN. 94 - MAY 94)	
36	HOME RUN BOOK PERMITS (JUNE 94) BRODY TRKG. (JAN. 94 - JUNE 94)	
37	CUMMINS CASH SPECIALS (JAN 94 - JUNE 94)	

Schedule Approved by Department,
Agency, or Division Representative

Schedule Authorized by

Date

Signature

Title

Date

State Archivist

R-146

S-16-17

R146

17-19

59 empty

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JESSUP, MD. 20794 (TELEPHONE - 708-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION	ACCESSION NO. 90W788	DATE REC'D 1-25-90
	B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH	FM CODE 26.03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022	LOCATION RANGE 9 SECTION(S) 30	NO. OF CU. FT. 5
	D. PHONE NO. 321-3584	
E. AGENCY OFFICIAL BETTY PATTERSON, SERVICES SPECIALIST		RECORDS CENTER MANAGER
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
67 thru 71	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	#925 #1 Retain for seven years from date sent to records center, then destroy 1/97 Disposal 3/20/98 JPM

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 799-1373)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300
MARYLAND STATE HIGHWAY ADMINISTRATION

B. DIVISION/UNIT
OFFICE OF MATERIALS AND RESEARCH

C. MAILING ADDRESS
2323 WEST JOPPA ROAD
BROOKLANDVILLE, MD. 21022

D. PHONE NO.
321-3584

E. AGENCY OFFICIAL *Betty Patterson*
BETTY PATTERSON, SERVICES SPECIALIST

ACCESSION NO. <i>90W137</i>	DATE REC'D <i>8-25-89</i>
	RM CODE <i>26.03.07</i>
LOCATION RANGE SECTION(S) <i>108 24</i>	NO. OF CU. FT. <i>5</i>
RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
124 thru 128	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer.</p> <p>However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p> <p><i>Send paperwork 8/10/89</i></p>	<p><i>Sch. # 925 Item #1</i></p> <p>Retain for seven years from date sent to records center, then destroy</p> <p><i>1/97</i></p> <p><i>Disposal 2/6/97</i></p> <p><i>RL</i></p>

Completed File Schedule 925 Box 128

Stored In Hall Of Records

Completed Contracts

Contract Number

Completed Date

AA-937-504-572

6-26-89

S R-108
24

5 Empties

RECEIVED

AUG 10 1989

RECORDS MANAGEMENT
DIVISION

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE • 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 2902:7300	26.03.07	ACCESSION NO. 90W136	DATE REC'D 8-25-89
2. AGENCY Maryland State Highway Administration		LOCATION - RANGE 12	SECTIONS 5
3. DIVISION/UNIT Division of Materials and Research		NO. OF CU. FT. 11	
4. MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>Betty Patterson</i> Betty Patterson, Services Specialist 321-3584		PHONE NO. 321-3584	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D/)
109 thru 118 and 123	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch # 925 Item # 1 Retain for seven years from date sent to records center, then destroy. 1/97

*Disposal
12/30/97
AW*

Completed File Schedule 925 Box 123

Stored In Hall Of Records

Completed Contracts

Contract Number

Completed Date

P-560-501-372

2-28-89

Completed File Schedule 925 Box 109

Stored In Hall Of Records

Completed Contracts

<u>Contract Number</u>	<u>Completed Date</u>
P-835-501-371	4-11-89
AW-989-701-014	6-7-89
P-893-501-324	6-1-89
AA-551-501-577	4-28-89
AA-442-501-583	4-22-89

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 73.00 b) AGENCY Maryland State Highway Administration c) DIVISION/UNIT Division of Materials and Research d) MAILING ADDRESS Maryland Department of Transportation State Highway Administration Office of Materials & Research 2323 West Jessup Rd Brooklandville Md 21027 e) AGENCY OFFICIAL 1-301-321-3581 / 321-3582	26.03.07 90W789 LOCATION - RANGE 2 SECTIONS 33 NO. OF CU. FT. 3 RECORDS CENTER MANAGER	DATE REC'D 1-25-90 TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
160 thru 162	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	#925 #1 Retain for seven years from date sent to records center, then destroy. 1/97 Disposal 2/18/97

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS-MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION	ACCESSION NO. 90W138	DATE REC'D 8-25-89
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH	LOCATION RANGE SECTION(S) 118 11	FBI CODE 26.03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022	RECORDS CENTER MANAGER <i>Paul C. Lamberson / jcs</i>	NO. OF CU. FT. 3
D. PHONE NO. 321-3584	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
E. AGENCY OFFICIAL BETTY PATTERSON, SERVICES SPECIALIST		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
129 thru 131	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p> <p><i>Rec'd Paperwork 8/18/89</i></p>	<p>Sch # 925 Item # 1</p> <p>Retain for seven years from date sent to records center, then destroy</p> <p>1/97</p> <p>Disposal 2/12/97 <i>[Signature]</i></p>

COMPLETED FILE SCHEDULE 925 BOX 129

STORED IN HALL OF RECORDS

COMPLETED FILES

FILE NAME

DATES

FHWA Correspondence - Research

1964-1975

Research Advisory Council

11/30/78-4/2/82

Research - General

1986

Specification Addenda - Proposed

2/83-12/85

COMPLETED FILE SCHEDULE 925 BOX 130

STORED IN HALL OF RECORDS

COMPLETED FILES

<u>FILE NAME</u>	<u>DATES</u>
Dailey, G. E. (Chief, Bur. of Construction Inspection)	1980-1981
Day, J. N.	1977-1984
Deputy Chief Engineer - Operations	1977-1985
Fritsch, G. J.	1971-1983
Greene, W. B.	1966-1985

E

REVISED LIST

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

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. State Highway Administration	Accession No. 96W156	Date Rec'd 8-31-95
		RM Code 26.03.08
B. Division/Unit Employer Relations Division	Location Range Section(s) 52 30	No. of Cu. Ft. 2
C. Mailing Address 707 N. Calvert Street, Baltimore, MD. 21202		
D. Phone No. (410) 333-6206 Debbie Fennell	Records Center Manager	
E. Agency Official Walter Lycett	To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	Closed grievances, rejections, suspension, charges, etc.	
1.	Alemi, Narguess, G#5-095-90 through Stencil, V, et al, G#5-112-90	1479, Items# 1,2,3,4 January, 1997
2.	Stone, Wendell, CFR through Woolford, Christine, S#5-808-91	1479, Items# 1,2,3,4 January, 1997

*Disposal
1/22/98
JW*

R-52

S-30

1 empty

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 766-1378)

X

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 90W841	DATE REC'D 2-9-90
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH			FBI CODE 26-03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022		LOCATION RANGE SECTION(S) 6 1-2	NO. OF CU. FT. 16
D. PHONE NO. 321-3584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Betty Patterson</i> BETTY PATTERSON, SERVICES SPECIALIST		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 163 thru 178	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE <i>Sh.# 925</i> <i>Item # 1</i> Retain for seven years from date sent to records center, then destroy 1/98	
		<i>DISPOSAL</i> <i>5-5-98</i>	

C-2/7

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION</p>	<p>ACCESSION NO. 91W430</p>	<p>DATE REC'D 11-1-90</p>
<p>B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH</p>	<p>LOCATION RANGE SECTION(S) 43 29</p>	<p>FM CODE 26.03.07</p>
<p>C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022</p>	<p>NO. OF CU. FT. 5</p>	
<p>D. PHONE NO. 321-3584 <i>Betty Patterson</i></p>	<p>RECORDS CENTER MANAGER</p>	
<p>E. AGENCY OFFICIAL BETTY PATTERSON, SERVICES SPECIALIST</p>	<p align="center">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<p>155 Thru 159</p>	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>	<p align="center"># 925 # 1</p> <p>Retain for seven years from date sent to records center, then destroy</p> <p align="center">1/98</p> <p align="center"><i>disposal</i></p> <p align="center">5-20-98</p> <p align="center"><i>OK</i></p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 780-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION	ACCESSION NO. 91W431	DATE REC'D 11-1-90
	B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH	FBI CODE 26.03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022	LOCATION RANGE SECTION(S) 19 35	NO. OF CU. FT. 3
	D. PHONE NO. 321-3584	
E. AGENCY OFFICIAL <i>Betty Patterson</i> BETTY PATTERSON, SERVICES SPECIALIST	RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
180 thru 182	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 Retain for seven years from date sent to records center, then destroy 1/98

*Disposal
5-5-98
[Signature]*

10/15

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 709-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 91W432	DATE REC'D 11-1-90
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH			FBI CODE 26.03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022		LOCATION RANGE SECTION(S) 19 35	NO. OF CU. FT. 12
D. PHONE NO. 321-3584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL BETTY PATTERSON, SERVICES SPECIALIST		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
183 to 194	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 Retain for seven years from date sent to records center, then destroy 1/98

*disposal
5-5-98
AW*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO. 91W1250	DATE REC'D 5-2-91
B. DIVISION/UNIT Office of Administration Consultant Services Division			RM CODE 26.03.09
C. MAILING ADDRESS 707 N. Calvert Street Room 414 Baltimore, MD 21202		LOCATION RANGE SECTION(S) 107 28	NO. OF CU. FT. 9
D. PHONE NO. (301) 333-1515		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL S. Donald Sherin		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Federal Highway Correspondence AASHTO 1983 - 1987 Bulletins 1981	Retain in office for three (3) years, retain in State Records Ctr. for seven (7) years, then destroy	
2	Federal Highway Correspondence FHWA Notices 1982 - 1987 Systems Technical Advisory	Schedule #1254	
3	Federal Highway Correspondence Finance, Legislation, Equipment, Meetings 1981 - 1986	Disposal Date: 1/1/97	
4	Federal Highway Correspondence Miscellaneous 1983 - 1986	<i>Disposal</i> 2/6/97 <i>OCZ</i>	
5	Federal Highway Correspondence Miscellaneous 1981 - 1982 Personnel, Planning, HPR, Publications 1981 - 1986		
6	Federal Highway Correspondence Railroads, R/W, Safety, Size/Weights, Speed Limits 1981 - 1986		
7	Federal Highway Correspondence Traffic, Projects, Utilities, Counties 1981 - 1986		
8	Federal Highway Correspondence Counties 1981 - 1986		

RECORDS TRANSMITTAL AND RECEIPT

State Highway Administration
Office of Administration
Consultant Services Division

707 North Calvert Street
Room 414
Baltimore, Maryland 21202

(301) 333-1515

S. Donald Sherin

<u>Box Numbers</u>	<u>Record Description</u>	<u>Disposal Authority</u>
9	Federal Highway Correspondence Counties 1981 - 1986 Logs 1970 - 1980	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, JESSUP, MD. 20794 (TELEPHONE - 768-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.10		ACCESSION NO. 88W852	DATE REC'D 3-9-88
2. AGENCY State Highway Administration		3. DIVISION/UNIT Office of Counsel - 11.0		LOCATION - RANGE 7	NO. OF CU. FT. 13
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		5. AGENCY OFFICIAL Louisa Goldstein		PHONE NO. 333-1408	
				TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
A. BOX NUMBER	B. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	C. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	COST v. Dole Documents (9/85 thru 8/87) Extra pleadings - Motion to Transfer Answer; Motion for Preliminary Injunction Index of Administrative Record; notes of counsel; documents received from M-NCPPC; DOT Order 5610.10	Schedule No. 430 To be retained indefinitely 1/98.			
2	Extra copies of injunction pending appeal pleading Affidavits and portions of various pleadings Notes of counsel; bond research Joint appendix submission				
3	District of Columbia - Motion for Summary Judgment Extra copies of pleading				
4	Bulk exhibits - Administrative Record for I-270 Bulk exhibits - Supplemental Administrative Record for I-270				

*DISPOSAL
5-5-98*

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

Box Numbers	Description of Records With Inclusive Dates
5	Administrative Record exhibits 171-393 (end) (non-bulk)
6	Administrative Record exhibits 1-170 (non-bulk)
7	Administrative Record - bulk exhibits
8	Supplemental Administrative Record bulk exhibits
9	Volume I, Volume II - Administrative Record I - 240 (non-bulk)
10	Volume III - Administrative Record 241 - 293 (non-bulk) extra copies of bulk administrative exhibits
11	Extra copies of bulk exhibits I-270
12	Extra copies of bulk exhibits I-270
13	Extra copies of bulk exhibits I-270 (includes copies of wedges and corridors to the master plan)

R-7

S-15-16

Two (2) Empty Spaces

R-7

S-16

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO. 93W1310	DATE REC'D 4-21-93
B. DIVISION/UNIT State Roads Commission			RM CODE 26.03.12
C. MAILING ADDRESS 707 N. Calvert Street, Room 407 Baltimore, MD 21202		LOCATION RANGE SECTION(S) 143 8	NO. OF CU. FT. 3
D. PHONE NO. (410) 333-1208		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Bonnie V. Carter Management Associate		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	1991 Final Payments/Contracts	Sched. No. 526 Item No. 4 Disposal Sched. 1/1/97
2	1991 Final Payments/Contracts (1992 Time Cards)	(same)
3	1986 Authorizations	Sched. No. 109 1542 Item No. 1 Disposal Date: 1/1/97

*Disposal
11/12/97
JW*

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

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. State Highway Administration	Accession No. 94W733	Date Rec'd 2-7-94
		RM Code 26.03.13
B. Division/Unit Management Services Division/OOA	Location Range Section(s) 18 33	No. of Cu. Ft. 4
C. Mailing Address 707 N. Calvert Street, Rm. 412 Baltimore, MD 21202	Records Center Manager	
D. Phone No. (410) 333-8040	To Be Completed At State Records Management Center	
E. Agency Official Roger D. Ford, Chief-Mgmt. Serv. Division		


2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
1	Consultant Services Contract Negotiations Files: Cancellations - 1987 (alpha order by project description)	Sch.# 1564 Item #2 Disposal Date: 1/1/98
2	Consultant Services Contract Negotiations Files: A-Greiner 1986-1987 — All negotiated in 1987. (alpha order by consultant)	"
3	(same as above)..... : Greiner-M	"
4	(same as above)..... : N-Z	"

DISPOSAL
519-98

E

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

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of Transportation State Highway Administration	Accession No. 95W1565	Date Rec'd 5-18-95
		RM Code 26.03.14
B. Division/Unit Office of Administration Central Supply Room	Location Range Section(s) 37 6	No. of Cu. Ft. 4
C. Mailing Address 707 N. Calvert Street Baltimore, MD 21202	Records Center Manager	
D. Phone No. (410) 333-8536	To Be Completed At State Records Management Center	
E. Agency Official 		

2. Box Numbers	3. Description of Records with inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
Four (4)	Inventory Withdrawal Tickets 1/1/91 - 12/31/91	Schedule 1005 Item 2 12/31/96 1/97 <i>Disposal</i> 12/23/97 <i>[Signature]</i>


R-37

S-6

1 empty

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

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. Maryland Department of Transportation State Highway Administration		Accession No. 95W1566	Date Rec'd 5-18-95
B. Division/Unit Office of Administration Central Supply Room		Location Range Section(s) 41 33	RM Code 26.03.14
C. Mailing Address 707 N. Calvert Street Baltimore, MD 21202		No. of Cu. Ft. 5	
D. Phone No. (410) 333-8536		Records Center Manager	
E. Agency Official 		To Be Completed At State Records Management Center	
2. Box Numbers	3. Description of Records with inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
Five (5)	Inventory withdrawal tickets 1/1/92 - 12/31/92	Schedule 1005 Item 2 12/31/97 1/98 disposal 5-6-98 AK	

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Department of Assessments and Taxation		ACCESSION NO. 95W1028	DATE REC'D 2-18-97
B. DIVISION/UNIT Corporate Assessments Domestic and Foreign Section		LOCATION RANGE SECTION(S) 46 25-28	RM CODE 02-01
C. MAILING ADDRESS 301 West Preston Street, Room 809 Baltimore, Maryland 21201			NO. OF CU. FT. 138
D. PHONE NO. (410) 225-1179		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Brenda Walker		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1 thru 138	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES 1992 Personal Property Returns, Domestic and Foreign Corporations - Form #1 and Form #2	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE #1181, July, 1997 #1	

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Department of Assessments and Taxation		ACCESSION NO. 95W1309	DATE REC'D 4-11-97
B. DIVISION/UNIT Corporate Assessments Domestic and Foreign Section			RM CODE 02.01
C. MAILING ADDRESS 301 West Preston Street, Room 809 Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 165 18-23	NO. OF CU. FT. 206
D. PHONE NO. (410) 225-1179		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Brenda Walker		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 139 thru 344	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES 1992 Personal Property Returns, Domestic and Foreign Corporations - Form #1 and Form #2	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Sch. #1181, July, 1997 Item #1	
		Disposal 15059 7/21/97 sh	

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