

# MAINE STATE LEGISLATURE

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**INFORMATION RESOURCES**  
**in**  
**MAINE STATE GOVERNMENT**  
**1989**

**A Listing of Official Records by Agency**  
**With Accompanying Index**



**Maine State Archives**  
**Records Management Division**





G. WILLIAM DIAMOND  
SECRETARY OF STATE

State of Maine  
Office of  
Secretary of State

AUGUSTA, MAINE 04333

January 20, 1989

Dear Fellow Citizen:

The records of any institution provide a valuable insight into its practices and its values. The official records of the Government of the State of Maine are no exception.

I am committed to providing the broadest access to, and most efficient management of, these vital documents. The Records Management Services Division of the Maine State Archives is responsible for insuring that all official State records are "scheduled" to establish specific periods for their retention in State Agencies, in the State Records Center, in the State Archives, or that they are destroyed according to authorized procedures.

The Archives is one of the three major administrative units within the Secretary of State's office. This indexed compilation of Maine's official records will provide decision-makers and the public with a useful tool with which to affect government policy and practice.

Please let me know of any improvements you would suggest that would make a publication such as this of additional value to the Maine community.

Sincerely,

A handwritten signature in cursive script, reading "G. William Diamond".

G. William Diamond  
Secretary of State





STATE OF MAINE  
**MAINE STATE ARCHIVES**  
STATE HOUSE STATION 84  
AUGUSTA, MAINE 04333  
(207) 289-5790

JAMES S. HENDERSON  
State Archivist

January 20, 1989

To the User:

As one of many political aphorisms puts it: "information is power." That is as true in Maine State Government as it is in other institutions. Information enhances one's power to affect government policy by knowing the current manifestations of that policy, the data on which it is based, and the data which it is currently generating.

The very fact that certain information is collected by the government is a statement of its power. And the fact that no Maine State government records may be destroyed without specific authority to do so reemphasizes the importance attached to the State's information base.

Bits and pieces of data, difficult to organize and assess, do not constitute "information." The official records of Maine government must be 1) identified, 2) arranged by administrative unit, and 3) codified by subject to provide policy makers and the interested public with a resource for decision-making and government oversight. Information Resources in Maine State Government: 1989 seeks to provide that resource.

It should be especially useful to several participants in the policy arena: the Governor and the Executive Department in the development of official policy and the retrieval of information about existing operations; the Legislature in seeking background for the drafting of bills and in its role of exercising oversight of State agencies; and the interested public in identifying public information resources.

An important focus for users of this publication should also be the length of time the records are retained. Should they be retained longer? Should certain records be destroyed at all? While the "Freedom of Information Law" insures access to nonconfidential public records, obviously this applies only to the life of those records. Proposals to change the retention period should be directed to the agency involved or to the Archives.

We hope this resource will be helpful to you. Let us know if supplemental features would improve this report.

Sincerely,

James S. Henderson  
Maine State Archivist



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## A Guide for the User

Since it began operating in 1974, the Records Management Services Division of the Maine State Archives has processed more than 2,000 record series. This report lists these series and (in addition to other information) the length of time each must be retained after its creation. According to law, the Archives Advisory Board must give its approval before any State record may be destroyed. This approval takes the form of standardized records retention schedules, which identify all the State's records by series. In this way, permanently valuable records are identified and saved from destruction. Records which lack permanent value are scheduled to be destroyed as soon as their usefulness has ended, thus preventing the waste of State funds to house and care for these records.

This list is arranged by Department, Bureau, and Operating Division, in order by umbrella and unit number as assigned by the Bureau of the Budget. A detailed index by subject is provided at the end. The following notes will help you to better understand the information it contains. [Upon request, you may also receive a copy of the **General Records Schedules** which authorize the retention/disposition of records common to all agencies in the following series: Vendor; Accounting; Payroll and Authorization; Income; Budget; Executive Order; Attorney General Opinion; Inventory; Records Management; Human Resources.]

. . . . .

A "record series" is a group of records created, used, and filed as a unit. Normally all records in a series are created by the same activity, document the same kinds of transactions, and have the same physical form.

"Schedule" is a control number assigned at the time a series or group of series is submitted to Records Management Services Division for processing.

"Series numbers" are assigned consecutively within each operating division (some may appear out of order due to reassignments within/among departments, discontinuance of outdated series, etc.).

"Last Action" is the last date on which the Archives Advisory Board gave its approval to this series and its current retention schedule.

"Authority" contains the restriction applying to this record series--this will be "RM Rules" for all series which are not confidential by statute (State or Federal). For all series which are confidential by statute, the authority will be cited. **Under the Freedom of Information Law, all public records not made confidential by statute are available for public inspection.** We do not give the public access to records that are in the State Records Center, because technically such records remain the property of the creating agency; but the creating agency can be required to provide such access.

"Media" refers to the record's physical format. Codes now in use are as follows:

CM	computer output microfiche or microfilm
CP	computer printout (used when computer-generated hard copy is for temporary use only)
DF	disk file (whether floppy, disk cartridge, or hard disk)
MF	microfiche (not computer output)
MP	motion picture (film or videotape)
MT	magnetic tape
NC	newspaper clippings
P	paper
RF	rolled film (not computer output)
SP	still pictures (including slides, photographs, posters)
BP	blueprints
MJ	microfilm jackets

"Years in Agcy" states the number of years the record must be retained by the State agency which created it.

"Years in RCtr" states the number of years the record is to remain at the State Records Center, where many record series are transferred for an additional retention period.

"Arch/Dest" states the record's final disposition: either it will be destroyed (D), or it will be transferred to the custody of the State Archivist for permanent preservation (A). An "X" in this column indicates that either the series is weeded before transfer to the State Archivist (with designated documents to be preserved, and all others destroyed), or the series is to be reviewed by a stated authority before its destruction.

A number of series have 3-digit codes in their retention columns. These are used to mean the following:

- 999 different retention periods authorized for different documents within the series (one must check the complete series description, not printed in this publication)
- 888 destroy when updated (or, for electronic media, recycle when updated)
- 777 destruction/transfer contingent upon a certain event (such as death of client; termination of employee; destruction of building)
- 666 retention authorized for less than 1 year
- 555 permanent or indefinite retention (these are all to be reviewed, as such retentions are no longer authorized by the Archives Advisory Board)
- 444 retain until inactive
- 333 destroy after conversion to another medium (usually microfilm or microfiche, which are as acceptable in court proceedings as paper records).

Audit requirements apply to many record series. Since these may be State or Federal requirements, and since they vary widely in their application, we have not included them in this list; but they are noted on each retention schedule. Complying with audit requirements is the responsibility of the creating agency, not that of the Maine State Archives.

For further information concerning the record series listed in this publication, please contact the responsible department. For general information concerning records retention scheduling, please contact Records Management Services Division at 289-5790.



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**Records Management Division**



No.	Series Title	Media	Years in Agcy	Rctr	Arch/ Dest
<b>Agriculture</b>					
<b>Division of Regulation</b>					
1	Dog License Certificate SCHED#: 37 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 12/20/74
<b>Agricultural Marketing</b>					
1	Branding Law Time Sheets SCHED#: 159 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/20/76
2	Store Inspection SCHED#: 159 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/20/76
3	Blue, White and Red Trademark SCHED#: 159 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 02/20/76
4	Federal Poultry Inspections Records SCHED#: 159 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/20/76
5	Potato Promotion SCHED#: 161 RESTRICTIONS: RM Rules	P	4	0	D LAST ACTION: 02/20/76
6	Maine Milk Program SCHED#: 178 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/18/76
7	Milk Program Minutes of Meetings SCHED#: 178 RESTRICTIONS: RM Rules	P	4	0	A LAST ACTION: 06/18/76
8	Potato Licensing Law SCHED#: 219 RESTRICTIONS: RM Rules	p	5	0	D LAST ACTION: 02/18/77
9	Verified Complaints - Potato Licensing Law SCHED#: 219 RESTRICTIONS: RM Rules	P	5	0	A LAST ACTION: 02/18/77
10	Agricultural Trade Show (Prom Project) SCHED#: 219 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/18/77
11	Eastern States Exposition (Prom Project) SCHED#: 219 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/18/77
12	General Correspondence Regarding Promotions SCHED#: 219 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
13	Federal Fruit and Vegetables Inspection Certificates SCHED#: 239 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 08/19/77
15	Maine APPLE Market Order SCHED#: 466 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 05/14/86
<b>Agricultural Production</b>					
1	Maine Nursery Licensing and Inspection Records SCHED#: 220 RESTRICTIONS: RM Rules	P	4	0	D LAST ACTION: 02/18/77
2	Licensing and Inspection of Bee Colonies SCHED#: 220 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
3	Apple Tree Pool SCHED#: 220 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
4	Plant Board SCHED#: 220 RESTRICTIONS: RM Rules	P	4	0	D LAST ACTION: 02/18/77
6	Certified Seed Potato Program SCHED#: 220 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
7	Seed Potato Board Minutes SCHED#: 220 RESTRICTIONS: RM Rules	P	5	0	A LAST ACTION: 02/18/77



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
8	Foundation Program (Seed Board Project)	P	3 0	D
	SCHED#: 220 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
9	Florida Test (Seed Board Project)	P	3 0	D
	SCHED#: 220 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
10	Cattle Health Records	P	777 0	D
	SCHED#: 221 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
11	Canadian Export and Import Forms	P	2 0	D
	SCHED#: 221 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
12	Fair Correspondence	P	3 0	D
	SCHED#: 221 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
13	Animal Industry General Correspondence	P	3 0	D
	SCHED#: 221 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
14	Reportable Diseases of Poultry	P	3 0	D
	SCHED#: 221 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77

#### Agricultural & Rural Resources

1	Harness Racing Commission Hearings	P	5 0	A
	SCHED#: 179 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
2	Race Officials Hearings	P	1 0	D
	SCHED#: 179 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
3	Race Officials Hearings, Card Files	P	555 0	X
	SCHED#: 179 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
4	General Harness Racing Correspondence	P	3 0	D
	SCHED#: 179 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
5	License Applications	P	2 2	D
	SCHED#: 179 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
6	Minutes of Board Meeting & Public Hearing	P	10 0	A
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
7	Current Subjective Filing	P	3 0	D
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
8	Non-Technical Correspondence	P	666 0	D
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
9	Pesticides Files	P	444 0	D
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
10	Pesticide Application Reports	P	5 0	D
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
11	Tests for Licensing	P	1 0	D
	SCHED#: 208 RESTRICTIONS: RM Rules		LAST ACTION:	12/16/76
12	Agriculture Viability General Administration	P	5 0	D
	SCHED#: 558 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
13	Agriculture Viability Forms and Questionnaires	P	5 0	D
	SCHED#: 558 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
14	Agriculture Viability Pilot Projects	P	5 0	D
	SCHED#: 558 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
15	Agriculture Viability Commodity Profiles	P	5 0	D
	SCHED#: 558 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87

#### Public Service

2	Animal Welfare Correspondence	P	2 0	D
	SCHED#: 160 RESTRICTIONS: RM Rules		LAST ACTION:	02/20/76

No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
3	Complaint Forms	P	6 0	D
	SCHED#: 160 RESTRICTIONS: RM Rules	LAST ACTION:	02/20/76	
4	Milk Inspection A	P	1 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
5	Milk Inspection B	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
6	Meat Inspection	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
7	Sardine Inspection	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
8	Sardine Daily Pack Slips	P	1 0	X
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
9	Beverage Licensing and Inspection	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
10	Frozen Dairy Products Licensing and Inspections	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
11	Feeds Registration	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
12	Food Inspection-Bakeries, Stores, Warehouses, Food and Shellfish	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
13	Fertilizer Registration	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
14	Maine Agricultural Promotion Assistance Matching Fund	P	5 0	D
	SCHED#: 465 RESTRICTIONS: RM Rules	LAST ACTION:	05/14/86	
14	Seed Registration	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
15	Economic Poisons Registration	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
16	Weights and Measures	P	3 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
17	General Correspondence	P	2 0	D
	SCHED#: 177 RESTRICTIONS: RM Rules	LAST ACTION:	02/18/77	
18	Licensing and Hundredweight Fee Data	P	7 0	D
	SCHED#: 188 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
19	Audit Program	P	7 0	D
	SCHED#: 188 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
20	Commission Meetings and Hearings	P	7 0	A
	SCHED#: 188 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
21	MMC Minutes of Meetings	P	25 0	A
	SCHED#: 188 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
22	Wood Scaler License Files	P	5 0	D
	SCHED#: 445 RESTRICTIONS: RM Rules	LAST ACTION:	05/14/86	

#### Administrative Services

1	Scholarship Program Reports	P	15 0	A
	SCHED#: 205 RESTRICTIONS: RM Rules	LAST ACTION:	09/16/76	
2	Scholarship Program Applications	P	1 0	D
	SCHED#: 205 RESTRICTIONS: RM Rules	LAST ACTION:	09/16/76	
3	Commissioners Correspondence	P	4 0	A
	SCHED#: 205 RESTRICTIONS: RM Rules	LAST ACTION:	09/16/76	

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
4	Motion Picture Distribution	P	3	0	D
	SCHED#: 206 RESTRICTIONS: RM Rules				LAST ACTION: 10/15/76
5	Motion Picture Production	P	5	5	D
	SCHED#: 206 RESTRICTIONS: RM Rules				LAST ACTION: 10/15/76

Office of State Horticulturalist

5	Horticulturist Correspondence	P	2	0	D
	SCHED#: 220 RESTRICTIONS: RM Rules				LAST ACTION: 02/18/77

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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Professional and Financial Regulation

1	Commissioner's Files of Dept. of Professional & Financial Regulation	P	4 0	D
	SCHED#: 550 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
2	General File of Commissioner's Office	P	4 0	D
	SCHED#: 550 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
3	Legislative File of Commissioner's Office	P	4 0	D
	SCHED#: 550 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
4	Licensing Boards of the Dept. of Professional & Financial Regulation	P	10 0	D
	SCHED#: 550 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87

#### Administrative Services

1	Personnel File of Dept. of Professional & Financial Regulation	P	5 0	D
	SCHED#: 551 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
2	Fiscal Management Reports of Administrative Services Division	CP	666 0	D
	SCHED#: 551 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87

#### Banking

1	Work Papers for Examination Reports	P	2 0	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
2	Examination Reports of Financial Institutions	P	2 5	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
3	Work Papers (Computer Runs)	CP	777 0	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
4	Tabs	P	777 0	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
5	Financial Institution Correspondence	P	666 0	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
6	Correspondence - High Level	P	10 20	A
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
7	By-Laws of Financial Institutions	P	777 0	A
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
8	Branch Applications and Liquidations of Financial Institutions	P	10 0	A
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
9	Court Cases	P	10 0	A
	SCHED#: 8 RESTRICTIONS: 9 MRSA Ch. 1, Sec. 3			LAST ACTION: 08/16/74
10	Inter-Department Correspondence	P	2 0	D
	SCHED#: 8 RESTRICTIONS: RM Rules			LAST ACTION: 08/16/74
11	Call Reports	P	10 0	A
	SCHED#: 8 RESTRICTIONS: RM Rules			LAST ACTION: 08/16/74

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
12	Licenses	P	2 0	D
	SCHED#: 8 RESTRICTIONS: RM Rules	LAST ACTION:	08/16/74	
13	Pending Branch Applications	P	10 0	A
	SCHED#: 8 RESTRICTIONS: 9 MRSA, Ch. 1, Sec.3	LAST ACTION:	08/16/74	
14	Statistical Information	P	10 0	D
	SCHED#: 8 RESTRICTIONS: 9 MRSA, Ch. 1, Sec.3	LAST ACTION:	08/16/74	
15	Employee Personnel Cards	P	777 0	D
	SCHED#: 8 RESTRICTIONS: RM Rules	LAST ACTION:	08/16/74	
16	Semi-Annual Assessment Forms	P	2 0	D
	SCHED#: 8 RESTRICTIONS: RM Rules	LAST ACTION:	08/16/74	
17	Annual Assessment Forms	P	2 0	D
	SCHED#: 8 RESTRICTIONS: RM Rules	LAST ACTION:	08/16/74	
18	Securities Registration	P	2 11	D
	SCHED#: 195 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
19	Business Opportunities - Securities Division	P	1 7	D
	SCHED#: 548 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87	
20	Investigative Records - Securities Division	P	444 10	D
	SCHED#: 548 RESTRICTIONS: Title 32, Sec. 10701	LAST ACTION:	01/09/87	
21	Licensing Records - Securities Division	P	1 7	D
	SCHED#: 548 RESTRICTIONS: Title 32, Sec. 10701	LAST ACTION:	01/09/87	
22	Securities Registration - Securities Division	P	1 7	D
	SCHED#: 548 RESTRICTIONS: Title 32, Sec. 10701	LAST ACTION:	01/09/87	
23	Securities Registration Exemptions - Securities Division	P	1 7	D
	SCHED#: 548 RESTRICTIONS: Title 32, Sec. 10701	LAST ACTION:	01/09/87	
24	General Office Files - Securities Division	P	2 0	D
	SCHED#: 548 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87	
25	Consumer Complaints to Bureau of Banking	P	7 0	D
	SCHED#: 549 RESTRICTIONS: Title 9B	LAST ACTION:	10/24/86	
26	Statistical Reports of Bureau of Banking	CP	5 0	D
	SCHED#: 549 RESTRICTIONS: Title 9B	LAST ACTION:	10/24/86	
27	Legislative File of Bureau of Banking	P	10 0	D
	SCHED#: 549 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/86	

#### Consumer Credit Protection

1	Examination Reports	P	2 4	D
	SCHED#: 127 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75	
2	Company File	P	2 4	D
	SCHED#: 127 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75	
3	Annual Reports	P	6 0	D
	SCHED#: 127 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75	
4	Complaints	P	10 0	D
	SCHED#: 127 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75	
5	General Correspondence of Bureau of Consumer Credit Protection	P	2 0	D
	SCHED#: 547 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/86	
6	Research Projects of Bureau of Consumer Credit Protection	P	3 5	D
	SCHED#: 547 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/86	

No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
7	Hearing Files of Bureau of Consumer Credit Protection SCHED#: 547 RESTRICTIONS: RM Rules	P	3 4	D
			LAST ACTION: 10/24/86	
8	Licensing Files of Bureau of Consumer Credit Protection SCHED#: 547 RESTRICTIONS: RM Rules	P	2 4	D
			LAST ACTION: 10/24/86	
9	Notification Forms (MCCC-1) Bureau of Consumer Credit Protection SCHED#: 547 RESTRICTIONS: RM Rules	P	2 4	D
			LAST ACTION: 10/24/86	
10	Examination Reports Bureau of Consumer Credit Protection SCHED#: 547 RESTRICTIONS: RM Rules	P	2 4	D
			LAST ACTION: 10/24/86	

#### Insurance

1	Insurance Company Annual Statements in Booklet Form SCHED#: 62 RESTRICTIONS: RM Rules	P	2 5	D
			LAST ACTION: 01/24/75	
2	Insurance Complaints SCHED#: 87 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION: 05/16/75	
3	Insurance Company Annual Continuation SCHED#: 137 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION: 10/20/75	
4	Agent License Files SCHED#: 137 RESTRICTIONS: RM Rules	MF	3 0	D
			LAST ACTION: 02/27/87	
4	Agent License Files SCHED#: 137 RESTRICTIONS: RM Rules	P	333 0	D
			LAST ACTION: 02/27/87	
5	Agent License Files SCHED#: 137 RESTRICTIONS: RM Rules	MF	3 0	D
			LAST ACTION: 02/27/87	
5	Agent License Files SCHED#: 137 RESTRICTIONS: RM Rules	P	333 0	D
			LAST ACTION: 02/27/87	
6	Insurance Company Filing Fee SCHED#: 137 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION: 10/20/75	
7	Surety Power of Attorney Revocations SCHED#: 137 RESTRICTIONS: RM Rules	CP	777 0	D
			LAST ACTION: 01/09/87	
7	Surety Power of Attorney Revocations SCHED#: 137 RESTRICTIONS: RM Rules	P	7 0	D
			LAST ACTION: 10/20/75	
8	FH License SCHED#: 137 RESTRICTIONS: RM Rules	P	7 0	D
			LAST ACTION: 10/20/75	
9	Service of Process SCHED#: 137 RESTRICTIONS: RM Rules	P	7 0	D
			LAST ACTION: 10/20/75	
10	Road Service Agents Licenses SCHED#: 137 RESTRICTIONS: RM Rules	P	7 0	D
			LAST ACTION: 10/20/75	
11	Rating Bureau Licenses SCHED#: 137 RESTRICTIONS: RM Rules	P	7 0	D
			LAST ACTION: 10/20/75	
12	Refunds SCHED#: 137 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION: 10/20/75	
13	Company and Agent Cards SCHED#: 137 RESTRICTIONS: RM Rules	CP	777 0	D
			LAST ACTION: 01/09/87	
14	Life & Health Forms SCHED#: 194 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION: 08/20/76	

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
15	Records of Maine Insurance Company SCHED#: 353 RESTRICTIONS: Title 24A	P	0 777	D
		LAST ACTION:	06/21/85	
16	Workers Compensation Self-Insurance Program Files SCHED#: 385 RESTRICTIONS: Title 39, Sec. 23	P	40 0	D
		LAST ACTION:	10/25/85	
17	Disapproved/Withdrawn Company Files SCHED#: 472 RESTRICTIONS: RM Rules	P	333 0	D
		LAST ACTION:	10/24/86	
17	Disapproved/Withdrawn Company Files SCHED#: 472 RESTRICTIONS: RM Rules	RF	100 0	D
		LAST ACTION:	10/24/86	
19	Licensed Company Files SCHED#: 472 RESTRICTIONS: RM Rules	P	333 0	D
		LAST ACTION:	10/24/86	
19	Licensed Company Files SCHED#: 472 RESTRICTIONS: RM Rules	RF	100 0	D
		LAST ACTION:	10/24/86	
20	Management Reports SCHED#: 472 RESTRICTIONS: RM Rules	CP	20 0	D
		LAST ACTION:	10/24/86	
21	Workers Compensation Rate and Rate Rule Filings SCHED#: 514 RESTRICTIONS: RM Rules	P	1 0	D
		LAST ACTION:	08/15/86	

#### Real Estate Commission

1	Duplicate & Voided Licenses - Real Estate Commission SCHED#: 123 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	08/15/75	
2	Failed Examination File - Real Estate Commission SCHED#: 123 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	10/24/86	
3	Refunded Applications - Real Estate Commission SCHED#: 123 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	08/15/75	
4	Miscellaneous Correspondence - Real Estate Commission SCHED#: 123 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	08/15/75	
5	Lapsed Licensee Folders SCHED#: 129 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	08/15/75	
6	Commission Tape Recordings (Real Estate) SCHED#: 329 RESTRICTIONS: RM Rules	MT	3 0	D
		LAST ACTION:	10/24/86	
7	Complaint/Investigation Folders SCHED#: 330 RESTRICTIONS: RM Rules	P	3 0	D
		LAST ACTION:	02/24/84	
8	Real Estate Schools (Prelicensing) SCHED#: 540 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	10/24/86	
9	Management Reports - Real Estate Commission SCHED#: 540 RESTRICTIONS: RM Rules	CP	666 0	D
		LAST ACTION:	10/24/86	
10	Test Questions - Real Estate Commission SCHED#: 540 RESTRICTIONS: RM Rules	P	888 0	D
		LAST ACTION:	10/24/86	
11	Real Estate Commission Meeting Minutes SCHED#: 540 RESTRICTIONS: RM Rules	P	5 0	A
		LAST ACTION:	10/24/86	
12	Real Estate School (Continuing Education) SCHED#: 540 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	10/24/86	
13	Examination Result Files - Real Estate Commission SCHED#: 540 RESTRICTIONS: RM Rules	P	2 0	D
		LAST ACTION:	10/24/86	

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
14	Real Estate Commission Meeting Agenda SCHED#: 644 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/16/87
15	Telephone Calls and Office Visits Records SCHED#: 644 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/16/87
16	Former Continuing Education Courses SCHED#: 644 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/16/87
17	Continuing Education Applications Not Approved SCHED#: 644 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/16/87
18	Continuing Education Members SCHED#: 644 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/16/87
19	Current Licensees - Real Estate SCHED#: 644 RESTRICTIONS: RM Rules	P	80 0	D LAST ACTION: 12/16/87
20	Criminal Records NOT Added to Investigation Folder SCHED#: 682 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 06/28/88

#### Licensing & Enforcement

16	Auctioneers and Itinerant Vendors License SCHED#: 254 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 04/21/78
17	License File - Radiologic Technology Board of Examiners SCHED#: 525 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
18	Minutes of Meetings - Radiologic Technology Board of Examiners SCHED#: 525 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 01/09/87
19	Reference File - Radiologic Technology Board of Examiners SCHED#: 525 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
20	Minutes of Meetings - Oil & Solid Fuel Board SCHED#: 539 RESTRICTIONS: RM Rules	P	3 0	A LAST ACTION: 10/24/86
21	Approved Equipment File - Oil & Solid Fuel Board SCHED#: 539 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 10/24/86
22	Minutes of Meetings - Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 10/24/86
23	General Office File - Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
24	Trainees - Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
25	Businesses - Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
26	Dealers File - Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
27	Management Reports- Board of Hearing Aid Dealers & Fitters SCHED#: 541 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86



No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
28	Permits - Electricians Examining Board SCHED#: 542 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
29	General Office Files - Electricians Examining Board SCHED#: 542 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
30	Board Minutes - Electricians Examining Board SCHED#: 542 RESTRICTIONS: RM Rules	P	7 0	A LAST ACTION: 10/24/86
31	Exam Booklet - Electricians Examining Board SCHED#: 542 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 10/24/86
32	Management Reports - Electricians Examining Board SCHED#: 542 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
33	General Office File - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
34	Deleted File - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
35	Professional Fund Raisers - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
36	Exempt Organizations - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 10/24/86
37	Charitable Organizations - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
38	Management Reports - Charitable Solicitations SCHED#: 543 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
39	Exam Booklets - Plumbers Examining Board SCHED#: 544 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 10/24/86
40	Board Minutes - Plumbers Examining Board SCHED#: 544 RESTRICTIONS: RM Rules	P	20 0	A LAST ACTION: 10/24/86
41	General Office File - Plumber's Examining Board SCHED#: 544 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
42	Licensed Plumbers File - Plumber's Examining Board SCHED#: 544 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 10/24/86
43	Management Reports - Plumber's Examining Board SCHED#: 544 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
44	Management Reports - Board of Occupational Therapy Practice SCHED#: 545 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
45	General Office Files - Board of Occupational Therapy Practice SCHED#: 545 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
46	Minutes of Meetings - Board of Occupational Therapy Practice SCHED#: 545 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 10/24/86
47	Licensees - Board of Occupational Therapy Practice SCHED#: 545 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
48	Management Reports - Manufactured Housing Board SCHED#: 546 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
49	Minutes of Meetings - Manufactured Housing Board SCHED#: 546 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
50	General Office Files - Manufactured Housing Board	P	2	0	D
	SCHED#: 546 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
51	Licenses of Manufacturers - Manufactured Housing Board	P	2	0	D
	SCHED#: 546 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
52	Certification of Modular Housing - Manufactured Housing Board	P	777	0	D
	SCHED#: 546 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
53	Mobile Home Parks - Manufactured Housing Board	P	2	0	D
	SCHED#: 546 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
54	Complaint Files - Manufactured Housing Board	P	3	17	D
	SCHED#: 546 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
55	General Office Files of Computer Services	P	2	0	D
	SCHED#: 552 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
56	Management Reports of Computer Services	CP	888	0	D
	SCHED#: 552 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
57	Information Retention Tapes of Computer Services	MT	888	0	D
	SCHED#: 552 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
58	Director's Files of the Licensing & Enforcement Division	P	2	0	D
	SCHED#: 553 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
59	General Office File Bd. of Examiners on Speech Pathology & Audiology	P	2	0	D
	SCHED#: 578 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
60	Deleted File Bd. of Examiners on Speech Pathology & Audiology	P	2	0	D
	SCHED#: 578 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
61	Minutes of Meetings Bd. of Examiners on Speech Pathology & Audiology	P	2	0	A
	SCHED#: 578 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
62	Licenses of Bd. of Examiners on Speech Pathology & Audiology	P	2	0	D
	SCHED#: 578 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
63	Management Reports Bd. of Examiners on Speech Pathology & Audiology	CP	888	0	D
	SCHED#: 578 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
64	Itinerant Vendors Files	P	2	0	D
	SCHED#: 579 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
65	General Office Files for Itinerant Vendors	P	2	0	D
	SCHED#: 579 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
66	Management Reports for Itinerant Vendors	CP	888	0	D
	SCHED#: 579 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
67	Licensee File for Bd. of Registration of Substance Abuse Counselors	P	2	0	D
	SCHED#: 581 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
68	General Office File Bd. of Reg. of Substance Abuse Counselors	P	2	0	D
	SCHED#: 581 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
69	Management Reports Bd. of Reg. of Substance Abuse Counselors	CP	888	0	D
	SCHED#: 581 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
70	Board Meetings of Bd. of Reg. of Substance Abuse Counselors SCHED#: 581 RESTRICTIONS: RM Rules	P	2	0	A
71	Licensee Folders of Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	P	2	0	D
72	General Office File Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	P	2	0	D
73	Minutes of Meetings Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	P	2	0	A
74	Continuing Education of Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	CP	888	0	D
74	Continuing Education of Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	P	777	0	D
75	Management Reports Board of Social Worker Registration SCHED#: 582 RESTRICTIONS: RM Rules	CP	888	0	D
76	Board Meetings of Nursing Home Administrators Licensing Board SCHED#: 583 RESTRICTIONS: RM Rules	P	2	0	A
77	General Office File Nursing Home Administrators Licensing Board SCHED#: 583 RESTRICTIONS: RM Rules	P	2	0	D
78	Licensee File Nursing Home Administrators Licensing Board SCHED#: 583 RESTRICTIONS: RM Rules	P	2	0	D
79	Continuing Education Units Nursing Home Administrators Licensing Bd. SCHED#: 583 RESTRICTIONS: RM Rules	P	777	0	D
80	Management Reports Nursing Home Administrators Licensing Bd. SCHED#: 583 RESTRICTIONS: RM Rules	CP	888	0	D
81	Management Reports Bd. of Examiners in Physical Therapy SCHED#: 584 RESTRICTIONS: RM Rules	CP	888	0	D
82	Minutes of Meetings Bd. of Examiners in Physical Therapy SCHED#: 584 RESTRICTIONS: RM Rules	P	2	0	A
83	General Office File Bd. of Examiners in Physical Therapy SCHED#: 584 RESTRICTIONS: RM Rules	P	2	0	D
84	Licensees File Bd. of Examiners in Physical Therapy SCHED#: 584 RESTRICTIONS: RM Rules	P	2	0	D
85	Fight Records - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	50	0	A
86	Officials - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	2	0	D

No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
87	Wrestlers - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
88	Management Reports - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
89	Boxers - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
90	Minutes of Meetings - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
91	General Office File - Maine Athletic Commission SCHED#: 585 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
92	Pilots File - Maine Pilotage Commission SCHED#: 586 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
93	General Office File - Maine Pilotage Commission SCHED#: 586 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
94	Minutes of Meetings - Maine Pilotage Commission SCHED#: 586 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 01/09/87
95	Management Reports - Maine Pilotage Commission SCHED#: 586 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
96	Management Reports of Bd. of Examiners of Psychologists SCHED#: 587 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
97	Board Meetings of Bd. of Examiners of Psychologists SCHED#: 587 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
98	General Office File of Bd. of Examiners of Psychologists SCHED#: 587 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
99	Complaint File of Bd. of Examiners of Psychologists SCHED#: 587 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 01/09/87
100	Licensee File of Bd. of Examiners of Psychologists SCHED#: 587 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
101	Management Reports of the Board of Licensing of Auctioneers SCHED#: 588 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
102	Minutes of Meetings of the Board of Licensing of Auctioneers SCHED#: 588 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
103	General Office File of the Board of Licensing of Auctioneers SCHED#: 588 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
104	Licensee File of the Board of Licensing of Auctioneers SCHED#: 588 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
105	Licensee File - Arborists Examining Board SCHED#: 589 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
106	General Office File - Arborists Examining Board SCHED#: 589 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
107	Minutes of Meetings - Arborists Examining Board SCHED#: 589 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
108	Certificates of Insurance - Arborists Examining Board SCHED#: 589 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 01/09/87
109	Management Reports - Arborists Examining Board SCHED#: 589 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
110	Management Reports - Bd. of Registration of Professional Foresters SCHED#: 592 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
111	Board Minutes - Bd. of Registration of Professional Foresters SCHED#: 592 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
112	General Office Files- Bd. of Registration of Professional Foresters SCHED#: 592 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
113	Licensees- Bd. of Registration of Professional Foresters SCHED#: 592 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
114	Management Reports - Board of Commercial Driver Education SCHED#: 593 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
115	Board Meetings - Board of Commercial Driver Education SCHED#: 593 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
116	General Office File - Board of Commercial Driver Education SCHED#: 593 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
117	Licensee File - Board of Commercial Driver Education SCHED#: 593 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
118	Completion Documents - Board of Commercial Driver Education SCHED#: 593 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
119	Management Reports - Bd. of Cert. for Geologists & Soil Scientists SCHED#: 594 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
120	Bd. Meeting Minutes-Bd. of Cert. for Geologists & Soil Scientists SCHED#: 594 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
121	General Office File-Bd. of Cert. for Geologists & Soil Scientists SCHED#: 594 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
122	Licensee File-Bd. of Cert. for Geologists & Soil Scientists SCHED#: 594 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
123	Management Reports - Board of Funeral Service SCHED#: 595 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
124	Board Meetings - Board of Funeral Service SCHED#: 595 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 01/09/87
125	General Office File - Board of Funeral Service SCHED#: 595 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
126	Licensees - Board of Funeral Service SCHED#: 595 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
127	Management Reports for Bd. of Registration of Dietetic Practice SCHED#: 596 RESTRICTIONS: RM Rules	CP	888	0	D
128	Board Meetings of the Bd. of Registration of Dietetic Practice SCHED#: 596 RESTRICTIONS: RM Rules	P	2	0	A
129	General Office File - Bd. of Registration of Dietetic Practice SCHED#: 596 RESTRICTIONS: RM Rules	P	2	0	D
130	Licensees of the Bd. of Registration of Dietetic Practice SCHED#: 596 RESTRICTIONS: RM Rules	P	2	0	D
131	Accountants Licensing Files SCHED#: 650 RESTRICTIONS: RM Rules	P	2	0	D
132	Respiratory Care Practitioners Licensing Files SCHED#: 650 RESTRICTIONS: RM Rules	P	2	0	D

#### Bd for Reg of Architects & Landscape Arc

1	Registrant Files SCHED#: 322 RESTRICTIONS: RM Rules	P	5	0	D
2	General Alphabetical File SCHED#: 322 RESTRICTIONS: RM Rules	P	2	0	D
3	Legal Files SCHED#: 322 RESTRICTIONS: RM Rules	P	555	0	A
4	Minutes of Board Meetings SCHED#: 322 RESTRICTIONS: RM Rules	P	555	0	A

#### State Board of Barbers

13	Inactive Licensee File (Barbers and Barber Shops) SCHED#: 207 RESTRICTIONS: RM Rules	P	2	0	D
14	Minutes of Board Meetings - State Board of Barbers SCHED#: 207 RESTRICTIONS: RM Rules	P	5	0	A

#### State Board of Cosmetology

1	Licenses - Cosmetology SCHED#: 94 RESTRICTIONS: RM Rules	P	2	0	D
2	Inactive Licensee Folders SCHED#: 184 RESTRICTIONS: RM Rules	P	3	0	D

#### Electricians Examining Board

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
7	Electricians Licenses	P	2 0	D
	SCHED#: 154 RESTRICTIONS: RM Rules			LAST ACTION: 02/20/76
8	Daily Activity Report	P	7 0	D
	SCHED#: 154 RESTRICTIONS: RM Rules			LAST ACTION: 02/20/76
9	Audit Reports	P	1 0	D
	SCHED#: 154 RESTRICTIONS: RM Rules			LAST ACTION: 02/20/76
10	Inspections/Investigations	P	7 0	D
	SCHED#: 154 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
11	Inspections/Investigations	P	7 0	D
	SCHED#: 154 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
12	Inactive Individual Electrician's Folders	P	3 0	D
	SCHED#: 162 RESTRICTIONS: RM Rules			LAST ACTION: 02/20/76

#### Bd of Reg for Professional Engineers

1	Engineers Exams	P	1 3	D
	SCHED#: 210 RESTRICTIONS: RM Rules			LAST ACTION: 10/15/76
2	Application & Registration File	P	10 40	D
	SCHED#: 317 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/81

#### Board of Registration in Medicine

1	FLEX Examination Answer Sheets	P	0 5	D
	SCHED#: 64 RESTRICTIONS: RM Rules			LAST ACTION: 01/24/75
2	Diplomas - Originals	P	5 25	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
3	Applications for Permanent Licensure to Practice Medicine	P	3 2	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
3	Applications for Permanent Licensure to Practice Medicine	RF	100 0	A
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
4	Applications for Temporary Licensure to Practice Medicine	P	5 5	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
5	Registration Cards	P	20 20	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
6	Correspondence - Board of Registration in Medicine	P	2 0	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
7	Application for Physician's Assistant	P	25 0	D
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
8	Applications for Permanent Licensure to Practice Podiatric Medicine	P	50 0	A
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
9	Docket Files: Official Board Actions	P	50 0	A
	SCHED#: 368 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
10	Complaint/Report Files SCHED#: 368 RESTRICTIONS: MRSA 24, Sec. 2510	P	5 0	D LAST ACTION: 05/14/86
11	Minutes of Meetings of Maine Board of Registration in Medicine SCHED#: 368 RESTRICTIONS: RM Rules	P	50 0	A LAST ACTION: 05/14/86
12	Minutes of Meetings of Maine Board of Examiners of Podiatrists SCHED#: 368 RESTRICTIONS: RM Rules	P	50 0	A LAST ACTION: 05/14/86

#### Maine State Board of Nursing

1	License Applications - Board of Nursing SCHED#: 140 RESTRICTIONS: RM Rules	P	5 94	D LAST ACTION: 10/20/75
2	Renewal Applications and License Copies SCHED#: 345 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/09/87
3	Computer Printouts of Licensing Information SCHED#: 350 RESTRICTIONS: RM Rules	CP	2 0	D LAST ACTION: 06/21/85
4	Office Copies of Authorization Cards SCHED#: 366 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 08/16/85
5	Old Personnel Files of Maine State Board of Nursing SCHED#: 433 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/28/86
6	Correspondence Related to Practice of Nursing SCHED#: 433 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/28/86

#### Oil & Solid Fuel Board

1	Inactive Individual Oil Burner Men's Folder SCHED#: 155 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 02/20/76
2	Oil Burner Men's Licenses SCHED#: 155 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/20/76
3	Daily Activity Report - Oil and Solid Fuel Board SCHED#: 155 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 10/24/86
5	Inspections SCHED#: 155 RESTRICTIONS: RM Rules	P	6 0	D LAST ACTION: 02/20/76
6	Investigations - Oil and Solid Fuel Board SCHED#: 155 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86

#### Plumbers Examining Board

15	License Stub and Receipt SCHED#: 249 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 03/03/78
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No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
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## Corrections

### Maine Criminal Justice Planning and Assistance

1	Subgrant Records	P	0	5	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	02/14/85		
2	Board Minutes	P	2	0	A
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		
3	Transitory Correspondence	P	2	0	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		
4	EEO Applicant Flow Data	P	3	0	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		
5	Department of Justice Civil Rights Complaint Notices	P	3	0	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		
6	Federal Award Files	P	3	0	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		
7	Comprehensive Criminal and Juvenile Justice Plans	P	5	0	D
	SCHED#: 311 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/81		

1	Employee Personnel Files	P	3	0	D
	SCHED#: 556 RESTRICTIONS: 5 MRSA, Chp. 785	LAST ACTION:	10/24/86		
2	Commissioners Institution Files	P	7	0	D
	SCHED#: 576 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	01/09/87		
3	Commissioners Legal Files	P	7	0	D
	SCHED#: 576 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	01/09/87		
4	Commissioners Correspondence & Report Files	P	7	0	D
	SCHED#: 576 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	01/09/87		
5	Legislation Files - Corrections	p	2	0	D
	SCHED#: 643 RESTRICTIONS: RM Rules	LAST ACTION:	12/16/87		
6	Conference Files - Associate Commissioner, Corrections	P	1	0	D
	SCHED#: 673 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	06/28/88		
7	Administrative Files - Associate Commissioner, Corrections	P	3	0	D
	SCHED#: 673 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	06/28/88		

### Maine Youth Center

1	Client Case Files	P	100	0	D
	SCHED#: 452 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	06/19/87		
2	Special Education Files	P	7	50	D
	SCHED#: 454 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	05/14/86		
3	Client Case Files - Medical (Maine Youth Center)	P	100	0	D
	SCHED#: 532 RESTRICTIONS: 34-A MRSA, Sec. 3003	LAST ACTION:	10/24/86		

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
9	Staff Training Records - MYC SCHED#: 685 RESTRICTIONS: 5 MRSA, Chp. 785	P	7	3	D LAST ACTION: 09/24/88

#### Maine Correctional Center

1	Inmate Case Records - Maine Correctional Center SCHED#: 238 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	7	50	D LAST ACTION: 06/17/77
2	Unwarranted Disciplinary Incident Report SCHED#: 463 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	777	0	D LAST ACTION: 05/14/86
3	Expended Inmate Canteen Cards SCHED#: 463 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	777	0	D LAST ACTION: 05/14/86

#### Maine State Prison

1	Canteen Funds SCHED#: 251 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	8	0	D LAST ACTION: 04/21/78
2	Inmates Special Accounts SCHED#: 251 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	8	0	D LAST ACTION: 04/21/78
3	Inmates Benefit Fund SCHED#: 251 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	8	0	D LAST ACTION: 04/21/78
4	Inmate Medical and Dental Records (MSP) SCHED#: 684 RESTRICTIONS: Title 34A Sec 3003	p	7	63	D LAST ACTION: 09/24/88
4	Prison Industry Account SCHED#: 251 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	8	0	D LAST ACTION: 04/21/78
5	Canteen Coupons SCHED#: 251 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	1	0	D LAST ACTION: 04/21/78
6	Inmate Case Files SCHED#: 369 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	20	50	A LAST ACTION: 08/16/85
7	Case History & Confidential Files for Inmates (Maine State Prison) SCHED#: 531 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	2	0	D LAST ACTION: 10/24/86
8	Weekly Library Records - Maine State Prison SCHED#: 610 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	5	0	D LAST ACTION: 04/24/87

#### Charleston Correctional Facility

1	Inmate File Case Records (Charleston Correctional Facility) SCHED#: 509 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	7	50	D LAST ACTION: 08/15/86
2	Inmate Educational Records (CCF) SCHED#: 686 RESTRICTIONS: 34-A MRSA, Sec. 3003	P	3	0	D LAST ACTION: 09/24/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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#### Downeast Correctional Facility

1	Inmate File Case Records - Downeast Correctional Facility	P	7 50	D
	SCHED#: 607 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 04/24/87			

#### Probation and Parole

1	Pardon Books - Extra Copy	P	5 0	D
	SCHED#: 118 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 06/25/75			
2	Case Folders - Duplicate Copies	P	5 0	D
	SCHED#: 118 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 06/25/75			
3	Pardon Books	P	5 25	D
	SCHED#: 247 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 12/16/77			
4	Case Folders	P	5 25	D
	SCHED#: 247 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 12/16/77			
5	Master Cards for Probation & Parole Clients	P	100 0	D
	SCHED#: 557 RESTRICTIONS: 34-A MRSA, Sec. 3003 LAST ACTION: 10/24/86			

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
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Conservation					
1	Forests For the Future Internal Working Papers	P	50	0	D
	SCHED#: 537 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
2	Citizen's Forestry Council Meeting Minutes	P	3	0	A
	SCHED#: 537 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
3	General Correspondence	P	3	3	D
	SCHED#: 537 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
4	Forests For The Future Program Reference Materials	P	50	0	D
	SCHED#: 537 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
5	Legislative Committee Documents	P	3	0	A
	SCHED#: 574 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
6	Planning & Program Services Staff Material	P	3	0	D
	SCHED#: 574 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
7	Legislative Proposal Material	P	5	0	A
	SCHED#: 574 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
8	Individual Commission Correspondence	P	5	0	A
	SCHED#: 574 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87

#### Maine Forest Service

1	Application Form Shipment of Logs, etc. Maine to Canada	P	1	0	D
	SCHED#: 144 RESTRICTIONS: RM Rules				LAST ACTION: 10/20/75
2	Certificate Form	P	2	0	D
	SCHED#: 144 RESTRICTIONS: RM Rules				LAST ACTION: 10/20/75
3	Confidential Report of Annual Timber Stumpage Sales	P	2	0	D
	SCHED#: 144 RESTRICTIONS: RM Rules				LAST ACTION: 10/20/75
4	Confidential Report of Timber Processed	P	2	0	D
	SCHED#: 144 RESTRICTIONS: RM Rules				LAST ACTION: 10/20/75
5	Christmas Tree Certificate of Registration	P	1	0	D
	SCHED#: 171 RESTRICTIONS: RM Rules				LAST ACTION: 04/16/76
6	Spruce Budworm Spray Project Files	P	3	0	A
	SCHED#: 296 RESTRICTIONS: RM Rules				LAST ACTION: 12/30/83
7	Spruce Budworm Spray Project Maps	P	3	0	A
	SCHED#: 296 RESTRICTIONS: RM Rules				LAST ACTION: 12/30/83
8	Air Detection Contracts	P	3	0	D
	SCHED#: 645 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/87
9	Fire Prevention Activities	P	20	0	D
	SCHED#: 645 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/87
10	Safety Information	P	20	0	D
	SCHED#: 645 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/87
11	Forestry Appeals Board Records	P	333	0	D
	SCHED#: 662 RESTRICTIONS: RM Rules				LAST ACTION: 02/22/88

No.	Series Title	Media	Years in Agcy	Arch/ Rctr	Dest
<b>Parks and Recreation</b>					
1	Permit Files - Waterways	P	2	0	D
	SCHED#: 632 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87		
2	Correspondence Files - Waterways	P	2	0	D
	SCHED#: 632 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87		
3	Project Files - Boating Facilities Development Division	P	10	0	D
	SCHED#: 633 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87		
4	Planning Files - Boating Facilities Development Division	P	10	0	D
	SCHED#: 633 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87		
5	Correspondence Files - Boating Facilities Development Division	P	2	0	D
	SCHED#: 633 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87		
6	Photos of Projects/Greenville area	SP	10	0	D
	SCHED#: 683 RESTRICTIONS: RM Rules	LAST ACTION:	09/24/88		
7	LURC Permits	P	2	0	D
	SCHED#: 683 RESTRICTIONS: RM Rules	LAST ACTION:	09/24/88		
8	Reservations for Campsites	P	5	0	D
	SCHED#: 683 RESTRICTIONS: RM Rules	LAST ACTION:	09/24/88		

#### Maine Geological Survey

1	Maine Mining Bureau Claims	P	10	0	D
	SCHED#: 308 RESTRICTIONS: RM Rules	LAST ACTION:	07/19/81		
2	High & Low Level Radioactive Waste Depository	P	10	0	A
	SCHED#: 617 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/87		
3	Maine Mining Bureau	P	7	2	A
	SCHED#: 617 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/87		

#### Land Use Regulation Commission

1	Permits	P	20	30	D
	SCHED#: 265 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
2	Land Use Guidance Maps, Negatives	P	0	5	D
	SCHED#: 281 RESTRICTIONS: RM Rules	LAST ACTION:	11/08/79		
3	Interim Zoning Maps and Hearing Records	P	0	15	A
	SCHED#: 282 RESTRICTIONS: RM Rules	LAST ACTION:	11/08/79		
4	Public Hearing Records	P	20	0	A
	SCHED#: 398 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85		

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
<b>Administrative Services</b>				
1	Commissioner's Correspondence	P	2 0	A
	SCHED#: 298 RESTRICTIONS: RM Rules		LAST ACTION:	06/20/80
2	Keep Maine Scenic Committee Minutes	P	10 0	A
	SCHED#: 298 RESTRICTIONS: RM Rules		LAST ACTION:	06/20/80
3	Keep Maine Scenic Committee Correspondence	P	3 0	D
	SCHED#: 298 RESTRICTIONS: RM Rules		LAST ACTION:	06/20/80
4	DOC Real Property & Capital Improvements Records	P	333 0	D
	SCHED#: 396 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
4	DOC Real Property & Capital Improvements Records	RF	100 0	D
	SCHED#: 396 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
5	Vehicle Rental Agency Files	P	777 0	D
	SCHED#: 457 RESTRICTIONS: RM Rules		LAST ACTION:	05/14/86
6	Employee Personnel Files	P	4 0	D
	SCHED#: 564 RESTRICTIONS: RM Rules		LAST ACTION:	10/09/87
<b>Public Lands</b>				
1	Public Lands Inventory	MF	0 777	D
	SCHED#: 354 RESTRICTIONS: RM Rules		LAST ACTION:	06/21/85
2	Quit Claim Deeds	P	0 0	A
	SCHED#: 374 RESTRICTIONS: RM Rules		LAST ACTION:	10/25/85
3	A. Township Files (Formerly Timber Sales)-Old Stumpage Permits	P	10 0	D
	SCHED#: 377 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
3	B.1. Township Files (Formerly Timber Sales)-For Lots Sold or Traded	P	777 0	A
	SCHED#: 377 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
3	B.2. Township Files (Formerly Timber Sales)-For Lots Sold Or Traded	P	777 0	X
	SCHED#: 377 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
4	Wildlife Project Files for BPL	P	5 2	D
	SCHED#: 449 RESTRICTIONS: RM Rules		LAST ACTION:	05/14/86
5	Public Information Files	P	5 2	D
	SCHED#: 449 RESTRICTIONS: RM Rules		LAST ACTION:	05/14/86
6	Public Lot Management Files (A. Aerial Photography)	SP	777 0	A
	SCHED#: 599 RESTRICTIONS: RM Rules		LAST ACTION:	02/27/87
6	Public Lot Management Files (B. Surveys)	P	777 0	A
	SCHED#: 599 RESTRICTIONS: RM Rules		LAST ACTION:	02/27/87
6	Public Lot Management Files (C. Field plans)	P	777 0	A
	SCHED#: 599 RESTRICTIONS: RM Rules		LAST ACTION:	02/27/87
6	Public Lot Management Files (D. Project Analysis Forms)	P	2 2	D
	SCHED#: 599 RESTRICTIONS: RM Rules		LAST ACTION:	02/27/87
8	Land Trade Records	P	1 0	A
	SCHED#: 616 RESTRICTIONS: RM Rules		LAST ACTION:	06/19/87
75	Aerial Photos	P	20 0	A
	SCHED#: 377 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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Vehicle Rental Agency				
1	Custody Receipts of Vehicle Rental	P	5 0	D
	SCHED#: 667 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	
2	Vehicle Inventory & Specifications	P	777 0	D
	SCHED#: 667 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	
3	Vehicle Leases (VRA)	P	2 0	D
	SCHED#: 667 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	
4	VRA Mileage, Income and Repair Reports	P	4 0	D
	SCHED#: 667 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
<b>Educational &amp; Cultural Services</b>					
<b>Education</b>					
1	Commissioners Correspondence	P	4	0	A
	SCHED#: 229 RESTRICTIONS: RM Rules				LAST ACTION: 04/15/77
<b>Deputy Commissioner</b>					
1	Expired Teacher Placement Service Records	P	2	0	D
	SCHED#: 224 RESTRICTIONS: RM Rules				LAST ACTION: 02/18/77
2	Expired Teacher Certification Records	P	2	0	D
	SCHED#: 224 RESTRICTIONS: RM Rules				LAST ACTION: 02/18/77
3	Staff Information System	P	2	2	D
	SCHED#: 51 RESTRICTIONS: RM Rules				LAST ACTION: 12/20/74
4	Active Teachers Folders	P	333	0	D
	SCHED#: 58 RESTRICTIONS: RM Rules				LAST ACTION: 12/20/74
9	Monthly School Lunch Finance	CM	3	5	D
	SCHED#: 230 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
10	A. School Financial Reports	P	8	0	A
	SCHED#: 231 RESTRICTIONS: RM Rules				LAST ACTION: 04/15/77
10	B. School System Reports	P	8	0	A
	SCHED#: 231 RESTRICTIONS: RM Rules				LAST ACTION: 04/15/77
11	Special Education Student Records	P	3	5	D
	SCHED#: 232 RESTRICTIONS: RM Rules				LAST ACTION: 04/15/77
12	School Superintendents Certificate of Employment	P	2	5	D
	SCHED#: 248 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/77
13	Teacher Certification Records - Life Certificate	P	0	4	D
	SCHED#: 269 RESTRICTIONS: RM Rules				LAST ACTION: 02/16/79
14	Business, Trade and Technical School Licensing	P	3	0	D
	SCHED#: 273 RESTRICTIONS: RM Rules				LAST ACTION: 04/20/79
26	Maine Emphasis Publication	P	2	5	A
	SCHED#: 412 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
27	School Improvement Plans	P	5	5	D
	SCHED#: 412 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
28	School Construction and Project Blueprints	BP	777	0	D
	SCHED#: 468 RESTRICTIONS: RM Rules				LAST ACTION: 05/14/86
<b>Instruction</b>					
29	School District Files	P	10	0	D
	SCHED#: 625 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
30	Habitual Truant Report - Governor and Legislature	P	10	5	A
	SCHED#: 625 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
31	General Correspondence - Truancy, Dropout & Alternative Education	P	5	5	D
	SCHED#: 625 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
32	MEA School Reports	P	9	0	A
	SCHED#: 628 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Management Information</b>				
13	Educational Statistics Log Books SCHED#: 677 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 06/28/88
<b>School Management</b>				
9	Monthly School Lunch Finance SCHED#: 230 RESTRICTIONS: RM Rules	CP	3 5	D LAST ACTION: 06/20/86
19	Financial Aid Forms SCHED#: 287 RESTRICTIONS: RM Rules	P	1 3	D LAST ACTION: 04/20/79
20	School Lunch Program - Claim for Reimbursement SCHED#: 316 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 08/21/81
21	School Lunch Program - Manifests 1974-1975 school year SCHED#: 316 RESTRICTIONS: RM Rules	P	0 2	D LAST ACTION: 08/21/81
22	Child Care Food Service Claims & Applications SCHED#: 316 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 08/21/81
23	Summer Food Service Claims & Applications SCHED#: 316 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 08/21/81
24	Child Care Food Service Equipment Assistance SCHED#: 316 RESTRICTIONS: RM Rules	P	1 10	D LAST ACTION: 08/21/81
25	Audit Reports - School Nutrition Programs SCHED#: 316 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 08/21/81
26	Blaine House Scholars Applicant Records SCHED#: 473 RESTRICTIONS: RM Rules	P	9 0	D LAST ACTION: 06/20/86
27	Higher Education General Information Survey (HEGIS) SCHED#: 691 RESTRICTIONS: RM Rules	P	2 5	D LAST ACTION: 09/24/88
<b>Maine State Museum</b>				
1	Data on Archaeological Sites SCHED#: 640 RESTRICTIONS: RM Rules	P	444 0	A LAST ACTION: 06/28/88
2	Museum Directors Inquiry Correspondence SCHED#: 640 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 06/28/88
<b>Maine State Library</b>				
5	Departmental Correspondence SCHED#: 60 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
6	Personnel SCHED#: 60 RESTRICTIONS: RM Rules	P	555 0	D LAST ACTION: 12/20/74
7	Federal Projects SCHED#: 60 RESTRICTIONS: RM Rules	P	7 3	D LAST ACTION: 12/20/74
8	State Aid SCHED#: 60 RESTRICTIONS: RM Rules	P	4 3	D LAST ACTION: 12/20/74
9	Talking Book Program SCHED#: 693 RESTRICTIONS: RM Rules	P	444 2	D LAST ACTION:

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Secondary Vocational Education				
14	Business, Trade, and Technical School Licensing	P	3 0	D
	SCHED#: 273 RESTRICTIONS: RM Rules		LAST ACTION: 04/20/79	
15	Correspondence School Licensing	P	3 0	D
	SCHED#: 273 RESTRICTIONS: RM Rules		LAST ACTION: 04/20/79	
16	On-the-Job Training Programs for Veterans	P	3 0	D
	SCHED#: 273 RESTRICTIONS: RM Rules		LAST ACTION: 04/20/79	
17	High School Diploma Program for Veterans	P	3 0	D
	SCHED#: 273 RESTRICTIONS: RM Rules		LAST ACTION: 04/20/79	
18	Post Secondary Educational Programs for Veterans	P	3 0	D
	SCHED#: 273 RESTRICTIONS: RM Rules		LAST ACTION: 04/20/79	
19	GED Card File-High School Completion Program	P	100 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
20	Programs-High School Completion Program	P	2 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
21	Correspondence - High School Completion Program	P	2 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
22	Record of Issuance - High School Completion Program	P	100 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
23	Tests - High School Completion Program	P	1 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
24	Administrative File - High School Completion Program	P	2 0	D
	SCHED#: 560 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
25	External Credit Options Program - Adult Education	P	5 0	D
	SCHED#: 597 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
26	H.S. Diploma Program - Adult Education	P	5 0	D
	SCHED#: 597 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
27	Project Adult Literacy - Adult Education	P	2 0	D
	SCHED#: 597 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
28	Correspondence with Local Adult Ed Programs-Division Director	P	5 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
29	Administrative File - Division Director	P	3 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
30	Resource File - Division Director	P	3 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
31	Waivers - Division Director	P	4 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
32	Staff Development - Division Director	P	2 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
33	Management Reports - Division Director	CP	888 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
34	Year End Report - Division Director	P	7 0	D
	SCHED#: 598 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	

No.	Series Title	Media	Years in Agcy	Arch/ Rctr	Dest
35	Estimated Expenditures - Division Director	P	7	0	D
	SCHED#: 598 RESTRICTIONS: RM Rules				LAST ACTION: 02/27/87
36	Estimate of Expenditures - Division Director	P	7	0	D
	SCHED#: 598 RESTRICTIONS: RM Rules				LAST ACTION: 02/27/87

# State Board of Education

1	Student Union Account	P	7	0	D
	SCHED#: 102 RESTRICTIONS: RM Rules				LAST ACTION: 03/03/78
2	Correspondence	P	2	0	D
	SCHED#: 102 RESTRICTIONS: RM Rules				LAST ACTION: 03/03/78
3	Rejected Application Case File	P	3	0	D
	SCHED#: 102 RESTRICTIONS: RM Rules				LAST ACTION: 03/03/78
4	Withdrawal and Dropout Case File	P	5	0	D
	SCHED#: 102 RESTRICTIONS: RM Rules				LAST ACTION: 03/03/78
5	Income - Student Accounts Receivable Ledger Card	P	2	0	D
	SCHED#: 274 RESTRICTIONS: RM Rules				LAST ACTION: 04/20/79
6	GED Completed Test Answer Sheets	P	2	0	D
	SCHED#: 407 RESTRICTIONS: RM Rules				LAST ACTION: 12/20/85
7	Maine Trades Center Records	P	2	0	D
	SCHED#: 419 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
8	Student Admissions Records	P	3	0	D
	SCHED#: 434 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
9	Student Permanent Records	P	333	0	D
	SCHED#: 434 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
9	Student Permanent Records	RF	100	0	D
	SCHED#: 434 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
10	Student Financial Aid Records	P	6	0	D
	SCHED#: 438 RESTRICTIONS: RM Rules				LAST ACTION: 02/28/86
11	Adult Education Registration Cards	P	5	0	D
	SCHED#: 450 RESTRICTIONS: RM Rules				LAST ACTION: 05/14/86
12	Student Files-NMVTI	P	75	0	D
	SCHED#: 474 RESTRICTIONS: RM Rules				LAST ACTION: 05/02/86
13	Grade Attendance Rosters - NMVTI	P	75	0	D
	SCHED#: 474 RESTRICTIONS: RM Rules				LAST ACTION: 05/02/86
14	Transcripts-NMVTI	P	75	0	D
	SCHED#: 474 RESTRICTIONS: RM Rules				LAST ACTION: 05/02/86
15	Personnel Files - Fire Training	P	7	0	D
	SCHED#: 486 RESTRICTIONS: RM Rules				LAST ACTION: 06/10/86
16	Off-Site Field Delivery Courses, Fire Academies	P	7	0	D
	SCHED#: 486 RESTRICTIONS: RM Rules				LAST ACTION: 06/10/86
17	Student Records - Fire Training	P	75	0	D
	SCHED#: 486 RESTRICTIONS: RM Rules				LAST ACTION: 06/10/86
18	Correspondence - Maine Fire Training & Education	P	4	0	D
	SCHED#: 486 RESTRICTIONS: RM Rules				LAST ACTION: 06/10/86

No.	Series Title	Media	Years in Agcy	Rctr	Arch/ Dest
Historic Preservation					
1	National Register Files	P	30	0	A
	SCHED#: 484 RESTRICTIONS: RM Rules				LAST ACTION: 06/06/86
2	Prehistoric Archaeological Survey Forms - Microfilm	RF	5	0	D
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
2	Prehistoric Archaeological Survey Forms - Originals	P	444	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
3	Prehistoric Archaeological Survey Reports - Microfilm	RF	5	0	D
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
3	Prehistoric Archaeological Survey Reports - Originals	P	444	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
4	Review and Compliance Correspondence	P	2	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
5	National Register of Historic Places Files - Microfilm	RF	5	0	D
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
5	National Register of Historic Places Files - Originals	P	444	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
6	Architectural Surveys - Microfilm	RF	444	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
6	Architectural Surveys - Originals	P	444	0	A
	SCHED#: 622 RESTRICTIONS: RM Rules				LAST ACTION: 10/09/87
7	Archaeological Site Fieldnotes Sites 41.40, 23.12 - Microfilm	RF	444	0	A
	SCHED#: 622 RESTRICTIONS: 27 MRSA Sec. 371-378				LAST ACTION: 10/09/87
7	Archaeological Site Fieldnotes Sites 41.40, 23.12 - Originals	P	444	0	X
	SCHED#: 622 RESTRICTIONS: 27 MRSA Sec. 371-378				LAST ACTION: 10/09/87
8	Historic Archaeological Survey Form, Microfilm	RF	5	0	D
	SCHED#: 622 RESTRICTIONS: 27 MRSA Sec. 371-378				LAST ACTION: 10/09/87
8	Historic Archaeological Survey Form, Originals	P	444	0	A
	SCHED#: 622 RESTRICTIONS: 27 MRSA Sec. 371-378				LAST ACTION: 10/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Environmental Protection</b>				
1	Tannery Liaison Files	P	5 2	D
	SCHED#: 481 RESTRICTIONS: RM Rules			LAST ACTION: 06/20/86
2	D.E.P. Laboratory Journals and Backup	P	2 0	D
	SCHED#: 697 RESTRICTIONS: RM Rules			LAST ACTION: 09/24/88
<b>Air Quality Control</b>				
1	Air Quality Data	P	5 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
1	Air Quality Data	RF	0 0	A
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
2	Air Emission License	P	6 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
3	Air Emission License Applications for Air Quality Control, Reg.2&5	P	4 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
4	General Municipal Correspondence	P	3 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
5	Inter-Departmental Correspondence	P	2 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
6	Legislative Correspondence	P	4 2	A
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
7	Regional Planning	P	3 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
8	Environmental Protection Agency Correspondence	P	2 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
9	Out of State Correspondence	P	1 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
10	Enforcement	P	3 0	D
	SCHED#: 168 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
11	Air Quality Instrument Strip Charts	P	3 0	A
	SCHED#: 225 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/77
<b>Land Quality Control</b>				
1	Great Ponds Project Application	P	3 2	D
	SCHED#: 133 RESTRICTIONS: RM Rules			LAST ACTION: 04/21/78
2	Wetlands Project Application	P	3 2	D
	SCHED#: 133 RESTRICTIONS: RM Rules			LAST ACTION: 04/21/78
3	Minimum Lot Size Application	P	3 2	D
	SCHED#: 133 RESTRICTIONS: RM Rules			LAST ACTION: 04/21/78
4	Site Location of Development Application	P	3 27	A
	SCHED#: 133 RESTRICTIONS: RM Rules			LAST ACTION: 06/24/88
5	Subsidy Files	P	5 1	A
	SCHED#: 342 RESTRICTIONS: RM Rules			LAST ACTION: 02/11/85

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
Water Quality Control				
1	Operation & Maintenance Manuals	P	888 10	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
2	Waste Treatment Planning Operator Certification Program	P	5 5	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
3	Operation & Maintenance Records	P	2 4	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
4	Federal Specifications	P	3 7	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
5	Environmental Protection Agency Correspondence	P	3 0	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
6	General Out of State Correspondence	P	1 0	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
7	Sanitary Districts	P	3 3	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
8	Legislative Correspondence	P	2 2	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
9	Project File	P	3 7	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
10	Comprehensive Planning	P	888 0	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
11	Regional Planning Commission	P	3 3	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
12	Enforcement	P	6 4	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
13	Waste Discharge License	P	5 5	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
14	Special Interest Groups	P	2 2	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
15	General & Municipal Correspondence	P	3 3	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
15	General, Municipal Correspondence	P	3 3	D
	SCHED#: 142 RESTRICTIONS: RM Rules		LAST ACTION:	10/20/75
16	Industrial Files	P	5 5	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
17	Interdepartmental Correspondence	P	1 2	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
18	Consulting Engineers	P	2 0	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
19	Oil Terminal License	P	1 2	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
20	Federal Agencies	P	2 0	D
	SCHED#: 114 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
21	Industrial-Commercial-Municipal Monitoring Reports	P	1 4	D
	SCHED#: 263 RESTRICTIONS: RM Rules		LAST ACTION:	10/20/78
22	Acid Rain - High Elevation Lake Survey Results	P	10 0	X
	SCHED#: 423 RESTRICTIONS: RM Rules		LAST ACTION:	02/28/86
23	Acid Rain - Correspondence	P	10 0	X
	SCHED#: 423 RESTRICTIONS: RM Rules		LAST ACTION:	02/28/86
24	Waste Water Treatment Project Files	P	1 5	D
	SCHED#: 678 RESTRICTIONS: RM Rules		LAST ACTION:	06/28/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Oil &amp; Hazardous Material Control</b>				
1	Hazardous Waste Information SCHED#: 295 RESTRICTIONS: RM Rules	P	999 999	D LAST ACTION: 06/20/80
2	Underground Storage Tanks Information SCHED#: 455 RESTRICTIONS: RM Rules	P	10 10	A LAST ACTION: 05/14/86
<b>Board of Environmental Protection</b>				
1	Minutes of Board Meetings SCHED#: 255 RESTRICTIONS: RM Rules	P	1 0	A LAST ACTION: 04/21/78

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Executive State Planning Office				
1	State Clearing House Notification Forms SCHED#: 35 RESTRICTIONS: RM Rules	P	6 0	D LAST ACTION: 12/20/74
2	State Clearing House Files SCHED#: 35 RESTRICTIONS: RM Rules	P	0 6	D LAST ACTION: 12/20/74
2	State Clearinghouse Files SCHED#: 126 RESTRICTIONS: RM Rules	P	0 6	D LAST ACTION: 11/08/79
3	Register of Critical Areas, 1 - 295 SCHED#: 286 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 04/18/80
4	Council Minutes and Agendas SCHED#: 288 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 04/18/80
5	Council Subcommittee Files SCHED#: 288 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 04/18/80
6	Land & Water Resources Council General Information Files SCHED#: 288 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 04/18/80
7	New England River Basins Commission SCHED#: 288 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 04/18/80
8	Federal Grant Information SCHED#: 320 RESTRICTIONS: RM Rules	P	0 3	D LAST ACTION: 04/18/80
9	Grantee Audit Files SCHED#: 400 RESTRICTIONS: RM Rules	P	3 3	D LAST ACTION: 06/19/87
10	Maine-Canadian Trade Issues SCHED#: 425 RESTRICTIONS: RM Rules	P	10 5	D LAST ACTION: 05/14/86
11	Critical Areas Administrative File SCHED#: 426 RESTRICTIONS: RM Rules	P	10 20	D LAST ACTION: 05/14/86
11	Critical Areas Administrative File SCHED#: 426 RESTRICTIONS: RM Rules	SP	10 20	D LAST ACTION: 05/14/86
12	Director's General Files SCHED#: 436 RESTRICTIONS: RM Rules	P	4 4	D LAST ACTION: 02/28/86
13	Critical Areas Advisory Board Meeting Records SCHED#: 426 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 05/14/86
14	Register of Critical Areas -Duplicates SCHED#: 426 RESTRICTIONS: RM Rules	P	0 20	D LAST ACTION: 05/14/86
14	Register of Critical Areas -Originals SCHED#: 426 RESTRICTIONS: RM Rules	P	20 0	A LAST ACTION: 05/14/86
15	Statewide Critical Area Inventories - Duplicates SCHED#: 426 RESTRICTIONS: RM Rules	P	0 20	D LAST ACTION: 05/14/86
15	Statewide Critical Area Inventories - Originals SCHED#: 426 RESTRICTIONS: RM Rules	P	20 0	D LAST ACTION: 05/14/86
16	Governor's Task Force on Telecommunications SCHED#: 425 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 05/14/86
17	Low-Level Waste Material SCHED#: 425 RESTRICTIONS: RM Rules	P	10 5	D LAST ACTION: 05/14/86
18	Maine Dredging Study and Materials SCHED#: 425 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 05/14/86



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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### Community Services

1	Project Materials -Community Services	P	777 3	D
	SCHED#: 257 RESTRICTIONS: RM Rules			LAST ACTION: 04/21/78
2	Sub-grants & Completions	P	3 4	D
	SCHED#: 384 RESTRICTIONS: RM Rules			LAST ACTION: 10/25/85
3	Current Word Processing	DF	0 888	D
	SCHED#: 623 RESTRICTIONS: RM Rules			LAST ACTION: 10/09/87
4	DP & Program Files (NEWPAC 7 REM555 or ROTPAC & ROT555)	DF	0 888	D
	SCHED#: 675 RESTRICTIONS: RM Rules			LAST ACTION: 06/28/88

### Energy Resources

1	Bond Program for Energy Conservation Improvements in Local Govt Bldg	P	0 7	D
	SCHED#: 517 RESTRICTIONS: RM Rules			LAST ACTION: 08/15/86

### State Development Office

1	Correspondence	P	3 0	D
	SCHED#: 85 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
2	Activity Reports	P	2 0	D
	SCHED#: 85 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
3	Personnel Folders	P	1 0	D
	SCHED#: 85 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
4	Promotional Materials	P	2 0	A
	SCHED#: 109 RESTRICTIONS: RM Rules			LAST ACTION: 06/25/75
5	Research and Analysis	P	2 0	A
	SCHED#: 109 RESTRICTIONS: RM Rules			LAST ACTION: 06/25/75
6	Loan Applications	P	2 0	A
	SCHED#: 109 RESTRICTIONS: RM Rules			LAST ACTION: 06/25/75
7	Commissioners Correspondence	P	3 0	A
	SCHED#: 109 RESTRICTIONS: RM Rules			LAST ACTION: 06/25/75

### Public Advocate

1	Docket System	P	2 5	X
	SCHED#: 325 RESTRICTIONS: RM Rules			LAST ACTION: 12/16/87
1	Docket System - Special Materials	P	2 3	A
	SCHED#: 325 RESTRICTIONS: RM Rules			LAST ACTION: 12/16/87
2	Company Files	P	5 0	D
	SCHED#: 325 RESTRICTIONS: RM Rules			LAST ACTION: 12/16/87
3	Public Advocate General Files	P	3 0	A
	SCHED#: 325 RESTRICTIONS: RM Rules			LAST ACTION: 12/16/87

No.	Series Title	Media	Years in Agcy	Rctr	Arch/ Dest
4	Federal Cases (Public Advocate)	P	2	5	D
	SCHED#: 325 RESTRICTIONS: RM Rules	LAST ACTION: 12/16/87			
5	Bureau of Insurance Cases	P	2	5	D
	SCHED#: 325 RESTRICTIONS: RM Rules	LAST ACTION: 12/16/87			

No.	Series	Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Finance</b>					
1		Correspondence, Commissioner of Finance	P	2 0	A
	SCHED#:	92 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
2		Audit Reports - Finance Copy	P	2 0	D
	SCHED#:	92 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
3		Personnel Data - Finance	P	777 0	D
	SCHED#:	92 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75
4		Permanent File - Finance	P	10 0	A
	SCHED#:	92 RESTRICTIONS: RM Rules			LAST ACTION: 05/16/75

#### Budget

1		Department Budget Request	P	4 6	D
	SCHED#:	131 RESTRICTIONS: RM Rules			LAST ACTION: 08/15/75
2		Allotment & Appropriation Card	P	3 0	D
	SCHED#:	131 RESTRICTIONS: RM Rules			LAST ACTION: 08/15/75
3		Work Program	P	4 6	D
	SCHED#:	131 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
4		Request for Adjustment of Allotment	P	3 0	D
	SCHED#:	131 RESTRICTIONS: RM Rules			LAST ACTION: 08/15/75
5		Council Orders	P	3 0	D
	SCHED#:	131 RESTRICTIONS: RM Rules			LAST ACTION: 08/15/75
6		Maine State Government Annual Report	P	2 0	D
	SCHED#:	250 RESTRICTIONS: RM Rules			LAST ACTION: 03/03/78

#### Accounts & Control

1		Vendor's Files (Paid Bills)	P	666 0	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
1		Vendor's Files (Paid Bills)	RF	7 0	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
4		Purchase Order Files	P	2 5	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
5		Journal Detail	P	2 5	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
6		Detail Listings	CM	5 0	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
6		Detail Listings	P	2 5	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
7		Summary of Appropriation	CM	5 0	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
7		Summary of Appropriation	P	2 5	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
8		Analysis of Income and Expenditures	CM	5 0	D
	SCHED#:	7 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
8	Analysis of Income and Expenditures	P	2 7	D
	SCHED#: 7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
9	Expenses by Character and Object	P	2 5	D
	SCHED#: 7 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
10	Alpha List	CM	666 60	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
10	Alpha List	CP	666 0	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
11	Payroll Register - Exception Copy	CP	3 5	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
12	Payroll Registers - Paid Copy	CM	666 60	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
12	Payroll Registers - Paid Copy	CP	666 0	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
13	Public Assistance Check Register	CM	2 6	D
	SCHED#: 167 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
14	Survivor Benefit and Pension Payroll	CM	2 6	D
	SCHED#: 167 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
15	Payroll Deductions	CM	2 5	D
	SCHED#: 167 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
16	Monthly Payment Run	CP	2 4	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
17	General Ledger Cards	P	2 0	A
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
18	Detail Ledger	P	2 5	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
19	Journals	P	2 5	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
20	Daily Expenditure and Income Runs	P	2 0	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
21	Monthly Reports Working Papers	P	2 4	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
22	Monthly Trial Balance, Misc. Dept.	P	2 4	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
23	Monthly Trial Balance Total State	P	10 10	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
24	Undedicated and Dedicated Revenue Tab Run	P	2 4	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
25	Income Tax Refund	CM	2 5	D
	SCHED#: 167 RESTRICTIONS: RM Rules			LAST ACTION: 02/18/83
26	Property and Equipment Leases	P	1 0	D
	SCHED#: 56 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
27	W-2 Tab Run	CP	1 0	X
	SCHED#: 70 RESTRICTIONS: RM Rules			LAST ACTION: 01/24/75
27	W-2 Tax & Wage Statements, Employee Copy	CM	666 60	D
	SCHED#: 437 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
28	Employee Payroll Cards	P	777 0	D
	SCHED#: 70 RESTRICTIONS: RM Rules			LAST ACTION: 01/24/75
29	Payroll Authorization Cards	P	777 0	D
	SCHED#: 70 RESTRICTIONS: RM Rules			LAST ACTION: 01/24/75
30	Authorizations from Personnel	P	3 0	D
	SCHED#: 70 RESTRICTIONS: RM Rules			LAST ACTION: 01/24/75

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
31	Savings Bonds Correspondence SCHED#: 70 RESTRICTIONS: RM Rules	P	3 4	D LAST ACTION: 01/24/75
32	Accounts Payable SCHED#: 70 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/24/75
34	Contracts SCHED#: 72 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 05/16/75
35	Issued Check List SCHED#: 95 RESTRICTIONS: RM Rules	CP	1 6	D LAST ACTION: 05/16/75
36	Employee Earnings Update SCHED#: 95 RESTRICTIONS: RM Rules	CP	5 0	D LAST ACTION: 05/16/75
37	Balance Sheet Run SCHED#: 95 RESTRICTIONS: RM Rules	CP	666 0	D LAST ACTION: 05/16/75
38	Employee Personnel Card - Accounts and Control SCHED#: 98 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 05/16/75
39	General Correspondence - Accounts and Control SCHED#: 98 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 05/16/75
40	U.S. Savings Bonds SCHED#: 437 RESTRICTIONS: RM Rules	CM	666 60	D LAST ACTION: 02/28/86
42	Numeric YTD Listing SCHED#: 437 RESTRICTIONS: RM Rules	CM	3 0	D LAST ACTION: 02/28/86
43	Shipping Authorizations SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
44	Receiving Report SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
45	Claims SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
46	Licensees Orders SCHED#: 117 RESTRICTIONS: RM Rules	P	1 4	D LAST ACTION: 06/25/75
47	Special Orders SCHED#: 117 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/25/75
48	Store Transfer Requisition SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
49	Daily Computer Run from Register Tape SCHED#: 117 RESTRICTIONS: RM Rules	CP	666 0	D LAST ACTION: 06/25/75
50	Monthly Work Sheets SCHED#: 117 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/25/75
51	Financial Statements SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
52	Monthly Run SCHED#: 117 RESTRICTIONS: RM Rules	CP	5 0	D LAST ACTION: 06/25/75
53	Debit and Credit Adjustment Voucher SCHED#: 117 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
54	Liquor Store Audit Reports SCHED#: 117 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 06/25/75
55	Purchase Order Encumbrances SCHED#: 119 RESTRICTIONS: RM Rules	P	1 4	D LAST ACTION: 06/25/75
56	Outstanding Purchase Order Encumbrance SCHED#: 119 RESTRICTIONS: RM Rules	P	1 4	D LAST ACTION: 06/25/75
57	Aging of Accounts Receivables SCHED#: 119 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/25/75
58	Charge-Offs SCHED#: 119 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/25/75

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
59	Cancelled Check Journal SCHED#: 119 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/25/75
60	Insurance Premiums SCHED#: 119 RESTRICTIONS: RM Rules	P	3 4	D LAST ACTION: 06/25/75
61	1099 - Miscellaneous Income Statements SCHED#: 437 RESTRICTIONS: RM Rules	CM	666 60	D LAST ACTION: 02/28/86
62	Medicaid Runs & Invoices SCHED#: 209 RESTRICTIONS: RM Rules	CP	666 7	D LAST ACTION: 10/15/76
63	General Highway and Special Fund Report SCHED#: 211 RESTRICTIONS: RM Rules	P	2 18	A LAST ACTION: 10/15/76
64	Child Health Payments Bills SCHED#: 235 RESTRICTIONS: RM Rules	CP	0 4	D LAST ACTION: 04/15/77
65	American Airlines SCHED#: 355 RESTRICTIONS: RM Rules	P	2 5	D LAST ACTION: 06/21/85
66	Inactive Employee Employment Record and Deduction Authorization File SCHED#: 371 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 08/16/85
67	W-2P Statements SCHED#: 437 RESTRICTIONS: RM Rules	CM	666 60	D LAST ACTION: 02/28/86
68	Employee History SCHED#: 437 RESTRICTIONS: RM Rules	CM	666 60	D LAST ACTION: 02/28/86
69	Quarterly Wage Reports SCHED#: 437 RESTRICTIONS: RM Rules	CP	1 0	D LAST ACTION: 02/28/86
70	Employee Quarterly History by Umbrella SCHED#: 437 RESTRICTIONS: RM Rules	CM	3 0	D LAST ACTION: 02/28/86
71	Blue Cross Exceptions SCHED#: 437 RESTRICTIONS: RM Rules	CM	666 60	D LAST ACTION: 02/28/86

#### Taxation

1	1040 Estimated Individual Income Tax SCHED#: 11 RESTRICTIONS: RM Rules	P	666 5	D LAST ACTION: 08/16/74
1	Form 1040 ESR SCHED#: 1 RESTRICTIONS: RM Rules	P	666 5	D LAST ACTION: 08/16/74
2	Individual Income Tax Return and W-2 Forms, Magnetic Tape SCHED#: 12 RESTRICTIONS: RM Rules	MT	1 0	D LAST ACTION: 10/24/86
2	Individual Income Tax Return, 1040 ME (Short and Long Forms) SCHED#: 12 RESTRICTIONS: RM Rules	CM	50 0	D LAST ACTION: 02/22/88
2	Individual Income Tax Return, 1040 ME (Short and Long Forms) SCHED#: 12 RESTRICTIONS: RM Rules	P	999 999	D LAST ACTION: 02/22/88
2	Individual Income Tax Return, Exception & Revenue Agent Reports SCHED#: 12 RESTRICTIONS: RM Rules	CP	3 2	D LAST ACTION: 10/24/86
3	Employers Return of Income Taxes Withheld from Employees SCHED#: 19 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 08/15/86
3	Employers Return of Income Taxes Withheld from Employees SCHED#: 19 RESTRICTIONS: RM Rules	RF	6 0	D LAST ACTION: 08/15/86

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
4	Sales Tax Returns (Form ST-7)	P	0 0	D
	SCHED#: 20 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
4	Sales Tax Returns (Form ST-7)	RF	3 6	D
	SCHED#: 20 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
5	Sales Tax Batch Envelopes	P	1 2	D
	SCHED#: 20 RESTRICTIONS: RM Rules			LAST ACTION: 06/17/77
6	TREI Elderly Householders Tax and Rent Refund Applications	P	2 3	D
	SCHED#: 21 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
7	Departmental Payroll Sheets	P	2 0	D
	SCHED#: 22 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
8	Use Fuel Tax Reports	MF	3 6	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 08/16/85
8	Use Fuel Tax Reports	P	333 0	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 08/16/85
9	Motor Carrier Reports	P	1 0	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 06/20/86
9	Motor Carrier Reports	RF	3 6	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 06/20/86
10	Potato Tax Returns	P	2 2	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
11	Corporate Franchise Bills	P	2 2	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
12	Insurance Tax Ledger Cards	P	2 4	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
13	Gas Shrinkage	P	2 2	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
14	Delinquent Letters	P	2 2	D
	SCHED#: 29 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
15	Individual Income Tax Refund Runs	CP	1 5	D
	SCHED#: 30 RESTRICTIONS: RM Rules			LAST ACTION: 11/20/74
16	Inheritance Tax Inventories, Records and/or Files	P	3 7	D
	SCHED#: 81 RESTRICTIONS: RM Rules			LAST ACTION: 10/15/76
17	Maine Corporate Income Tax Return Form 1120-ME	P	3 5	A
	SCHED#: 82 RESTRICTIONS: RM Rules			LAST ACTION: 12/17/82
18	Detail Motor Vehicle Casual Sales Billing & Payments	P	666 3	D
	SCHED#: 86 RESTRICTIONS: RM Rules			LAST ACTION: 04/18/80
19	Voided Assessments and Billings Motor Vehicle Casual Sales	P	666 3	D
	SCHED#: 86 RESTRICTIONS: RM Rules			LAST ACTION: 04/18/80
20	Detailed Summary Receipts Motor Vehicle Sales Tax	P	333 0	D
	SCHED#: 86 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
20	Detailed Summary Receipts Motor Vehicle Sales Tax	RF	3 0	D
	SCHED#: 86 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
21	Control Assessments and Payments Motor Vehicle Use Tax and Sales Tax	P	3 0	D
	SCHED#: 86 RESTRICTIONS: RM Rules			LAST ACTION: 04/18/80
22	Fiduciary Return Form 1041 ME	P	1 4	D
	SCHED#: 146 RESTRICTIONS: RM Rules			LAST ACTION: 12/19/75

No.	Series	Title	Media	Years in Agcy RCTR	Arch/ Dest
23		Bound Computer Printouts of Sales Rentals and Use Tax	CP	3 0	A
	SCHED#:	148 RESTRICTIONS: RM Rules		LAST ACTION:	12/19/75
24		Real Estate Transfer Tax	P	333 0	D
	SCHED#:	149 RESTRICTIONS: T. 36, Sec. 4641-M		LAST ACTION:	12/19/75
24		Real Estate Transfer Tax	RF	3 0	D
	SCHED#:	149 RESTRICTIONS: T. 36, Sec. 4641-M		LAST ACTION:	12/19/75
25		Correspondence Concerning Elderly Householders Tax and Refund Apps.	P	2 3	D
	SCHED#:	164 RESTRICTIONS: RM Rules		LAST ACTION:	02/20/76
26		Informational Letters - Elderly Householders Tax and Refund Apps.	P	2 3	D
	SCHED#:	164 RESTRICTIONS: RM Rules		LAST ACTION:	02/20/76
27		Motor Carrier Cancellation	P	2 2	D
	SCHED#:	165 RESTRICTIONS: RM Rules		LAST ACTION:	02/20/76
28		Cancelled Sellers Files	P	2 4	D
	SCHED#:	166 RESTRICTIONS: RM Rules		LAST ACTION:	02/18/77
29		Use Fuel Tax Batches	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
30		Use Fuel Cancellations	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
31		Use Fuel Incomes & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
32		Insurance Premium & Fire Tax Reports	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
33		Insurance Incomes & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
34		Gas Tax Distributor Reports	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
35		Cigarette Tax Ledger Sheets	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
36		Cigarette Tax Income and Summary Sheets	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
37		Cigarette Applications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
38		Motor Carrier Tax Incomes & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
39		Milk & Dairy & Nutrition Tax Reports	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
40		Blueberry Tax Returns & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
41		Sardine Returns & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
42		Fertilizer Tax Returns & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
43		Marine Worm Tax Returns & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
44		Quahog Tax Returns & Certifications	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
45		Railroad Tax Forms	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
46		Telephone & Telegraph Tax Forms	P	2 2	D
	SCHED#:	191 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
47	Railroad Potato Shipment Reports SCHED#: 191 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 06/18/76
48	Cigarette Stamps & Meter Sales Summary SCHED#: 191 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 06/18/76
49	Gasoline Tax Audit Cards SCHED#: 191 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 06/18/76
50	Miscellaneous Correspondence - Sales Tax SCHED#: 201 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 04/18/80
51	Out-of-State Trailer Motor Vehicle Purchaser's Certificate (ST-6) SCHED#: 201 RESTRICTIONS: RM Rules	P	666 3	D LAST ACTION: 04/18/80
52	Interstate Commerce Affidavits - Exempt Motor Vehicle Purchases SCHED#: 201 RESTRICTIONS: RM Rules	P	1 2	D LAST ACTION: 04/18/80
53	Property Record Cards SCHED#: 222 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/18/77
54	Valuation Books SCHED#: 222 RESTRICTIONS: RM Rules	P	4 4	A LAST ACTION: 02/18/77
55	Property Owner Correspondence SCHED#: 222 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/18/77
56	Property Ledger Cards SCHED#: 222 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/18/77
57	Property Tax Payment Batches SCHED#: 236 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 06/17/77
58	Property Tax - Veterans Exemptions Reimbursements SCHED#: 242 RESTRICTIONS: RM Rules	P	4 6	D LAST ACTION: 08/19/77
59	Assessments & Abatements & Financial Orders SCHED#: 243 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 10/27/77
60	Real & Personal Property Inventories SCHED#: 243 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/27/77
61	Land Sales for Non-Payment of Taxes & Correspondence SCHED#: 243 RESTRICTIONS: RM Rules	P	3 0	A LAST ACTION: 10/27/77
62	Personal Property Ledger Cards SCHED#: 243 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/27/77
63	Municipal Valuation Returns SCHED#: 243 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 10/27/77
64	Annual Report SCHED#: 243 RESTRICTIONS: RM Rules	P	4 0	A LAST ACTION: 10/27/77
65	Sales Ratio Studies, Municipalities SCHED#: 243 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 06/15/79
66	Cruise Reports SCHED#: 243 RESTRICTIONS: RM Rules	P	2 0	A LAST ACTION: 10/27/77
67	Use Fuel User Ledger Record SCHED#: 244 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 10/27/77
68	Use Fuel Dealer Ledger Record SCHED#: 244 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 10/27/77
69	Cigarette Refund Application SCHED#: 244 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 10/27/77
70	Motor Carrier Ledger Records SCHED#: 244 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 10/27/77

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
71	Use Fuel Dealer Tax Returns SCHED#: 268 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 06/20/80
72	Charge-offs SCHED#: 309 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/24/82
73	Sales Tax Agricultural and Fishing Refunds and Exemptions SCHED#: 319 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 02/24/82
74	Sales Tax Agricultural and Fishing Refusals SCHED#: 319 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 02/24/82
75	State Valuation SCHED#: 323 RESTRICTIONS: RM Rules	P	4 0	A LAST ACTION: 04/16/82
76	Spruce Budworm Payment Batches SCHED#: 338 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 02/15/85
77	Form 1120-ES-ME SCHED#: 348 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 06/21/85
78	Special Fuel Users Quarterly Tax Reports SCHED#: 357 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
78	Special Fuel Users Quarterly Tax Reports SCHED#: 357 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
79	Application for Refund by Locally Encouraged Vehicles SCHED#: 358 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
79	Application for Refund by Locally Encouraged Vehicles SCHED#: 358 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
80	Gasoline Tax Refund Application SCHED#: 359 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
80	Gasoline Tax Refund Application SCHED#: 359 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
81	Application for Refund of Gasoline Tax Under 30 MRSA 4983 SCHED#: 360 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
81	Application for Refund of Gasoline Tax Under 30 MRSA 4983 SCHED#: 360 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
82	Special Fuel & Gasoline Refund Application SCHED#: 361 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
82	Special Fuel & Gasoline Refund Application SCHED#: 361 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
83	Refund Application Aeronautical Fuel SCHED#: 362 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
83	Refund Application Aeronautical Fuel SCHED#: 362 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
84	Regional Fuel Tax Agreement combined Fuel Quarterly Tax Report SCHED#: 363 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 08/16/85
84	Regional Fuel Tax Agreement combined Fuel Quarterly Tax Report SCHED#: 363 RESTRICTIONS: RM Rules	RF	3 6	D LAST ACTION: 08/16/85
85	Employers Reconciliation of Income Tax Withheld, Form W-3ME SCHED#: 367 RESTRICTIONS: RM Rules	P	1 4	D LAST ACTION: 08/16/85

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
86	Maine Franchise Tax Return for Financial Institutions, Form 1120B-ME SCHED#: 451 RESTRICTIONS: RM Rules	P	5 10	D LAST ACTION: 05/14/86
87	Inheritance Tax Information Cards SCHED#: 641 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 12/16/87
87	Inheritance Tax Information Cards SCHED#: 641 RESTRICTIONS: RM Rules	RF	50 0	D LAST ACTION: 12/16/87

#### Alcoholic Beverages

1	Form C-3 - Stock Report SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/21/75
2	Form 100 - Warehouse Shipping Authorization SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/21/75
3	Form 101 and 101A - Requisition for Services or Supplies SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
4	Form 102 - Emergency Record of Sales SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
5	Form 106 - Customer's Credit Adjustments, Refunds, Claims, Etc. SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
6	Form 107- Affidavit of Shortage or Damage SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/21/75
7	Form 109 - Cash and Sales Report - Daily Summary SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
8	Form 119 - Debit and Credit Adjustment SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
9	Form 120A - Licensee's Order SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
10	Form 123 - Store Transfer SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/21/75
11	Form 136 - Special Order Form SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
13	Form 151 - Brand Days Out of Stock Report SCHED#: 65 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 01/24/75
14	Audit Reports - Alcoholic Beverages SCHED#: 89 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 05/16/75
15	Store Supervisors Contact Report SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
16	Personnel L2 Form SCHED#: 89 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 05/17/75
17	Weekly Computer Report SCHED#: 74 RESTRICTIONS: RM Rules	CP	1 0	D LAST ACTION: 02/21/75
18	Lottery Reports SCHED#: 47 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
19	Correspondence and Memos SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
20	Store Supervisors Contact Report SCHED#: 53 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 12/20/74

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
21	Weekly Report of Employees (Form 150A) SCHED#: 89 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 05/16/75
22	Requisition for Employees SCHED#: 53 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/20/74
23	Store Roster & Eligible Registers SCHED#: 53 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 12/20/74
24	General Personnel File SCHED#: 53 RESTRICTIONS: RM Rules	P	555 0	D LAST ACTION: 12/20/74
25	Workmens Compensation SCHED#: 53 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 12/20/74
26	Store Leases SCHED#: 53 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 12/20/74
27	Correspondence SCHED#: 53 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 12/20/74
28	Memos to Store Managers SCHED#: 53 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 12/20/74
29	Price List SCHED#: 53 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 12/20/74
30	Store Manual SCHED#: 53 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 12/20/74
31	General File Drawer SCHED#: 53 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/20/74
32	Forms 101 and Form 101A - Requisition for Supplies, Services, Equip. SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/21/75
33	Stock Sheet SCHED#: 65 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 01/24/75
34	Retail Store Inventory System - Merchandising Report SCHED#: 65 RESTRICTIONS: RM Rules	CP	1 0	D LAST ACTION: 01/24/75
35	Warehouse Stock Sheets SCHED#: 65 RESTRICTIONS: RM Rules	CP	2 0	D LAST ACTION: 01/24/75
36	Licenses and Related Data SCHED#: 66 RESTRICTIONS: Title 28, Sec.55	P	5 0	D LAST ACTION: 01/24/75
37	Denials & Withdrawals SCHED#: 66 RESTRICTIONS: Title 28, Sec.55	P	5 0	D LAST ACTION: 01/24/75
38	Licensee's Excise Tax Control Ledger SCHED#: 68 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 05/14/86
39	Cash Book (Form 131) SCHED#: 68 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 05/14/86
40	Form 106 - Refunds (Table Wine) SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75
41	Form 106 - Refunds (Sparkling Wine) SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75
42	Form 106 - Refunds (Malt Liquor) SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75
43	Form 127 - Malt Beverage Purchase Order SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75
44	Form 127S - Sparkling Wine Purchase Orders SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75
45	Form 127W - Table Wine Purchase Orders SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/24/75

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
46	Form 128 - Wholesalers Malt Liquor Report SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	01/24/75
47	Form 128W - Wholesalers Wine Report SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	01/24/75
48	Form 129 - Summary Report of Malt Liquor Shipments SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	01/24/75
49	Form 129W and 129W-S - Reports of Table and Sparkling Wine Shipments SCHED#: 68 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	01/24/75
50	Correspondence (Wholesalers & Certificates of Approval) SCHED#: 68 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	01/24/75
51	Correspondence - Malt & Wine Division SCHED#: 68 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	01/24/75
52	Advertising - Malt & Wine Division SCHED#: 68 RESTRICTIONS: RM Rules	P	1 0	D
			LAST ACTION:	01/24/75
53	Labels - Malt & Wine Division SCHED#: 68 RESTRICTIONS: RM Rules	P	888 0	D
			LAST ACTION:	01/24/75
54	Malt Liquor Prices SCHED#: 68 RESTRICTIONS: RM Rules	P	888 0	D
			LAST ACTION:	01/24/75
55	Wine Prices SCHED#: 68 RESTRICTIONS: RM Rules	P	888 0	D
			LAST ACTION:	01/24/75
56	Appeal Hearings SCHED#: 73 RESTRICTIONS: Title 28, MRSA 55	P	1 0	D
			LAST ACTION:	02/21/75
57	Public Meetings SCHED#: 73 RESTRICTIONS: RM Rules	P	4 0	D
			LAST ACTION:	02/21/75
58	General File - Alcoholic Beverages SCHED#: 73 RESTRICTIONS: RM Rules	P	1 0	D
			LAST ACTION:	02/21/75
59	Reference File - Alcoholic Beverages SCHED#: 73 RESTRICTIONS: RM Rules	P	888 0	D
			LAST ACTION:	02/21/75
60	Personnel - Alcoholic Beverages SCHED#: 73 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	02/21/75
61	Annual Financial Statements - Alcoholic Beverages SCHED#: 73 RESTRICTIONS: RM Rules	P	555 0	X
			LAST ACTION:	02/21/75
62	Kardex File - Supplies & Equipment SCHED#: 74 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION:	02/21/75
63	Form 113 - Warehouse Receiving Report SCHED#: 75 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	02/21/75
63	Form 113A - Receiving Report - Supplies SCHED#: 74 RESTRICTIONS: RM Rules	P	1 0	D
			LAST ACTION:	02/21/75
64	Shipping Authorization (Form 100 & 100A) SCHED#: 75 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	02/21/75
65	Form #1 - Purchase Orders SCHED#: 75 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	02/21/75
66	Record of Employment (For Less Than Permanent Full Time Store Pers.) SCHED#: 89 RESTRICTIONS: RM Rules	P	555 0	X
			LAST ACTION:	05/16/75
67	Personnel Miscellaneous SCHED#: 89 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	05/16/75
68	Personnel Records - Employment Cards SCHED#: 89 RESTRICTIONS: RM Rules	P	555 0	X
			LAST ACTION:	05/16/75

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
69	Payrolls - Alcoholic Beverages	P	2 0	D
	SCHED#: 89 RESTRICTIONS: RM Rules	LAST ACTION:	05/16/75	
70	Correspondence to and from Administrative Assistant	P	1 0	D
	SCHED#: 89 RESTRICTIONS: RM Rules	LAST ACTION:	05/16/75	
71	Correspondence re Protested Checks	P	1 0	D
	SCHED#: 89 RESTRICTIONS: RM Rules	LAST ACTION:	05/16/75	
72	Statements of Income and Cash Book Register	P	5 0	X
	SCHED#: 89 RESTRICTIONS: RM Rules	LAST ACTION:	05/16/75	

#### Maine State Lottery Commission

1	Manufacturing Records and Pack Reports	P	2 2	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/82	
2	Ticket Accounting Closing	CP	2 3	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
3	Suspense Account - Debit Balance	P	2 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	08/15/75	
4	Personnel Folder - Lottery	P	1 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
5	Ledgers - Lottery	P	5 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	08/15/75	
6	Discrepancy Folders - Lottery	P	2 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	08/15/75	
7	Claim Form - Lottery	P	2 3	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
8	Weekly Activity Reports	P	2 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
9	Sales Analysis	P	2 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
10	General Correspondence	P	2 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	
11	Claim Form - Under \$50	P	1 0	D
	SCHED#: 303 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/80	
11	Claim Form Under \$50	P	1 0	D
	SCHED#: 130 RESTRICTIONS: RM Rules	LAST ACTION:	03/03/78	

No.	Series Title	Media	Years in Agcy	RCTR	Arch/ Dest
<b>Inland Fisheries &amp; Wildlife</b>					
1	A. Correspondence - State Departments - One Time/Informational SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
1	B. Correspondence - State Departments - Affecting Policy SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
1	C. Correspondence - State Departments - On-going/Working files SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
2	A. Correspondence - Miscellaneous - One Time SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
2	B. Correspondence - Miscellaneous - Re-occurring SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
3	Associations, Committees, or Conferences SCHED#: 477 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
4	Reports/Special Studies SCHED#: 477 RESTRICTIONS: RM Rules	P	444	0	A LAST ACTION: 06/20/86

#### Administrative Services

1	Hunting, Fishing, Indian, Complimentary, Guides Licenses SCHED#: 96 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 02/16/79
2	IBM Cards (Dealing with Resident and Non-Resident Licenses SCHED#: 96 RESTRICTIONS: RM Rules	P	2	1	D LAST ACTION: 05/16/75
3	Deer Registration Books SCHED#: 189 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/18/76
4	Work Activity Reports SCHED#: 217 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
5	Car Record Books SCHED#: 218 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/18/77
6	Snowmobile Applications SCHED#: 347 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 04/26/85
7	Boat Applications SCHED#: 347 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 04/26/85
8	Rules & Regulations (including minutes pertaining to them) SCHED#: 480 RESTRICTIONS: RM Rules	P	888	0	D LAST ACTION: 06/20/86
9	Minutes of Hearings/Meetings (except as noted in Series 8P) SCHED#: 480 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 06/20/86
10	Insurance Damage Reports - Automobile & Aircraft SCHED#: 480 RESTRICTIONS: RM Rules	P	7	0	D LAST ACTION: 06/20/86

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
11	Drawings & Plans	P	75	0	A
	SCHED#: 480 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
12	Legal Documents	P	75	0	D
	SCHED#: 480 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
13	License Agent Reporting	P	3	0	D
	SCHED#: 480 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
14	Miscellaneous License Applications	P	7	75	D
	SCHED#: 480 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86

#### Resource Management

1	Damages - Claims for Wire Fencing	P	5	0	D
	SCHED#: 478 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
1	Damages - Claims for Wire Fencing	RF	10	0	D
	SCHED#: 478 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
2	Federal Projects - Financial Supporting Documents	P	5	0	D
	SCHED#: 478 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86

#### Warden Service

1	Reports - Recreational Vehicle Accidents	P	10	10	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
2	Reports - Hunting Accidents	P	10	50	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
3	Reports - Search for Lost Persons	P	7	10	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
4	Safety Program Card Files	P	333	0	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
4	Safety Program Card Files	RF	50	0	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
5	Exam Applications for Safety Instructors	P	50	0	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
6	Inland Fisheries & Wildlife Violators	P	10	0	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86
6	Inland Fisheries & Wildlife Violators - Cardex File	RF	75	0	D
	SCHED#: 479 RESTRICTIONS: RM Rules				LAST ACTION: 06/20/86

#### Atlantic Sea Run Salmon Commission

1	Atlantic Salmon Tag Return Data, Foreign	P	25	0	A
	SCHED#: 447 RESTRICTIONS: RM Rules				LAST ACTION: 05/14/86



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Human Services				
1	Federal Reports Source Data Folder SCHED#: 176 RESTRICTIONS: RM Rules	P	15 0	D LAST ACTION: 04/16/76
3	Vital Records Dated Prior to 1892 SCHED#: 336 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 04/04/85
4	Scrap Book of News Clippings, State Bd. of Embalmers Case Book, 1922 SCHED#: 336 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 04/04/85
5	Vital Statistics Key punch Cards SCHED#: 456 RESTRICTIONS: RM Rules	P	0 777	D LAST ACTION: 05/14/86
6	Deputy Commissioners Files SCHED#: 462 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 05/14/86
9	Foster Grandparents Volunteer Services SCHED#: 654 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/22/88
16	Services Report - Intake & Follow-up Forms - Initial Contact Forms SCHED#: 266 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/15/78
29	4A & 4D Hearing Tapes SCHED#: 446 RESTRICTIONS: RM Rules	MT	2 10	D LAST ACTION: 05/14/86
30	4A Decisions, Withdrawals and Abandonments SCHED#: 446 RESTRICTIONS: RM Rules	P	2 10	D LAST ACTION: 05/14/86
31	4D Decisions - SELU SCHED#: 446 RESTRICTIONS: RM Rules	P	2 20	D LAST ACTION: 05/14/86
32	Health Manpower Status Report SCHED#: 555 RESTRICTIONS: RM Rules	CP	25 0	D LAST ACTION: 10/24/86
33	Director, Office of Data, Research and Vital Statistics-Gen. Corres. SCHED#: 577 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
34	Medicaid Cost Report System SCHED#: 600 RESTRICTIONS: RM Rules	P	6 0	D LAST ACTION: 02/27/87
35	Vital Records Index SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
36	State Copy - License & Certificate of Marriage SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
37	Divorces & Annulments - Clerk of Courts Book 1892-1963 SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
38	Record of Divorce or Annulment SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
39	State Copy - Certificate of Live Birth 1892-1956 SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
40	State Copy - Certificate of Live Birth 1956 and After SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
41	Certificate of Live Birth - Medical Record SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	333 0	D LAST ACTION: 10/09/87
41	Certificate of Live Birth - Medical Record SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	RF	555 0	D LAST ACTION: 10/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
42	Report of Abortion SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	3 0	D LAST ACTION: 10/09/87
43	State Copy - Certificate of Death SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
44	State Certificate of Fetal Death SCHED#: 638 RESTRICTIONS: T.22, Sec.2706	P	100 0	A LAST ACTION: 10/09/87
45	Childhood Death Interview Study, 1986 - Surveys SCHED#: 672 RESTRICTIONS: RM Rules	MT	888 0	D LAST ACTION: 06/28/88
45	Childhood Death Interview Study, 1986 - Surveys SCHED#: 672 RESTRICTIONS: MRSA 2706, Sec. 2	P	1 5	D LAST ACTION: 06/28/88
46	Childhood Death Interview Study, 1986 - Coding Sheets SCHED#: 672 RESTRICTIONS: RM Rules	MT	888 0	D LAST ACTION: 06/28/88
46	Childhood Death Interview Study, 1986 - Coding Sheets SCHED#: 672 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 06/28/88
47	Childhood Death Interview Study, 1986 - Welfare Search SCHED#: 672 RESTRICTIONS: RM Rules	MT	888 0	D LAST ACTION: 06/28/88
47	Childhood Death Interview Study, 1986 - Welfare Search SCHED#: 672 RESTRICTIONS: MRSA 2706, Sec. 2	P	1 5	D LAST ACTION: 06/28/88
63	Facilities Management Files - DDS SCHED#: 649 RESTRICTIONS: 1974 PL 93579	P	5 0	D LAST ACTION: 12/16/87
64	In House Reports - DDS SCHED#: 649 RESTRICTIONS: 1974 PL 93579	P	2 0	D LAST ACTION: 12/16/87
65	Residual Files - DDS SCHED#: 649 RESTRICTIONS: 1974 PL 93579	P	1 0	D LAST ACTION: 12/16/87

#### Health

1	Commodity Allocation Shipping Files SCHED#: 14 RESTRICTIONS:	P		
1	Immunization Permission Slips SCHED#: 13 RESTRICTIONS: RM Rules	P	1 10	D LAST ACTION: 02/24/84
2	Donated Commodity Inventory and Warehouse Files SCHED#: 26 RESTRICTIONS:	P		
3	B. Water Reports - Community SCHED#: 88 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 06/20/86
3	B. Water Reports - Community SCHED#: 88 RESTRICTIONS: RM Rules	RF	10 0	D LAST ACTION: 06/20/86
4	Child Health Case Files SCHED#: 107 RESTRICTIONS: RM Rules	P	1 7	D LAST ACTION: 06/25/75
5	Newborn Screening SCHED#: 297 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 04/18/80
6	Grant Applications SCHED#: 297 RESTRICTIONS: RM Rules	P	3 2	D LAST ACTION: 04/18/80
7	Program Reports SCHED#: 297 RESTRICTIONS: RM Rules	P	3 2	D LAST ACTION: 04/18/80
8	Confidential Venereal Disease Case Report V-11 SCHED#: 327 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 08/19/83
9	Oral Survey Statistics SCHED#: 332 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 08/17/84

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
10	Diabetes Control Project SCHED#: 391 RESTRICTIONS: RM Rules	P	3	3	D LAST ACTION: 12/20/85
11	Maine Cancer Registration Form, Form #CA005 SCHED#: 413 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/28/86
12	Gray Health Study Medical Records and Related Information SCHED#: 413 RESTRICTIONS: RM Rules	P	999	0	D LAST ACTION: 02/28/86
13	Environmental Letters and Related Technical Information SCHED#: 413 RESTRICTIONS: RM Rules	P	5	10	D LAST ACTION: 02/28/86
14	Community High Blood Pressure Program Grants/Contracts for Screening SCHED#: 414 RESTRICTIONS: RM Rules	P	6	0	D LAST ACTION: 02/28/86
15	Director's Files - Div. of Disease Control SCHED#: 415 RESTRICTIONS: RM Rules	P	5	10	X LAST ACTION: 02/28/86
16	Director of Office on AIDS Files SCHED#: 416 RESTRICTIONS: RM Rules	P	10	10	X LAST ACTION: 02/28/86
17	Epidemiology Reports, Outbreak Reports, and Educational Material SCHED#: 417 RESTRICTIONS: RM Rules	P	5	10	D LAST ACTION: 02/28/86
18	Disease Outbreak Cases, Reports & Related Correspondence SCHED#: 418 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 02/28/86
20	Confidential Laboratory Reports SCHED#: 435 RESTRICTIONS: RM Rules	P	333	0	D LAST ACTION: 02/28/86
20	Confidential Laboratory Reports SCHED#: 435 RESTRICTIONS: RM Rules	RF	50	0	D LAST ACTION: 02/28/86
21	Research File SCHED#: 475 RESTRICTIONS: RM Rules	P	888	0	D LAST ACTION: 06/20/86
22	Indoor Air Quality Program SCHED#: 483 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 06/20/86
25	Community Health Promotion Program Files SCHED#: 498 RESTRICTIONS: RM Rules	P	5	5	D LAST ACTION: 02/27/87
26	Training Slides - Div. of Health Promotion & Education SCHED#: 498 RESTRICTIONS: RM Rules	SP	3	0	D LAST ACTION: 02/27/87
27	Diethylstilbestrol (DES) File SCHED#: 498 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 02/27/87
28	General Office File - Div. of Health Promotion & Education SCHED#: 498 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 02/27/87
29	Community Health Promotion Program -Audio Tapes SCHED#: 498 RESTRICTIONS: RM Rules	MT	888	0	D LAST ACTION: 02/27/87
30	Request for Services - Alcohol and Drug Abuse Program SCHED#: 498 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 02/27/87
38	Directors Referral File - Maternal & Child Health SCHED#: 501 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 02/27/87
39	Personnel Files - Maternal & Child Health SCHED#: 501 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 02/27/87
40	Resource Files - Maternal & Child Health SCHED#: 501 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 02/27/87

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
41	WIC Local Agencies File SCHED#: 501 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 02/27/87
42	Director's File - Health Administration SCHED#: 502 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 04/24/87
43	Assistant Director, General File - Health SCHED#: 502 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 04/24/87
44	Assistant Director, Work Papers for State Public Health Plan SCHED#: 502 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 04/24/87
45	Report File - Health Administration SCHED#: 502 RESTRICTIONS: RM Rules	P	10	0	A LAST ACTION: 04/24/87
46	General Correspondence - Health Administration SCHED#: 502 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 04/24/87
46	State Vehicles File - Health Administration SCHED#: 502 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 04/24/87
48	Personnel File - Health Administration SCHED#: 502 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 04/24/87
49	Cancer Registry File SCHED#: 503 RESTRICTIONS: RM Rules	CP	888	0	D LAST ACTION: 02/27/87
49	Cancer Registry File SCHED#: 503 RESTRICTIONS: RM Rules	DF	888	0	D LAST ACTION: 02/27/87
50	Toxicology Program SCHED#: 503 RESTRICTIONS: RM Rules	P	10	0	A LAST ACTION: 02/27/87
51	Radon File SCHED#: 503 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 02/27/87
52	Assistant Director's File/Environmental Health SCHED#: 503 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 02/27/87
53	Tuberculosis Reports SCHED#: 504 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 10/24/86
54	General Office File - TB Control SCHED#: 504 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 10/24/86
55	TB Patients Cases SCHED#: 504 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 10/24/86
56	TB Card File SCHED#: 504 RESTRICTIONS: RM Rules	P	75	0	D LAST ACTION: 10/24/86
57	General File - Div. of Disease Control SCHED#: 505 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 10/24/86
58	Physicians Reports - Disease Control SCHED#: 505 RESTRICTIONS: RM Rules	P	10	0	D LAST ACTION: 10/24/86
59	Management Reports - Disease Control SCHED#: 505 RESTRICTIONS: RM Rules	CP	10	0	D LAST ACTION: 10/24/86
60	School Summary Reports SCHED#: 505 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 10/24/86
61	Survey of Two Year Olds SCHED#: 505 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 10/24/86
68	General Office Files - Office of Dental Health SCHED#: 508 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 01/09/87
70	Well Child Clinic Dental Program SCHED#: 508 RESTRICTIONS: RM Rules	P	5	0	D LAST ACTION: 01/09/87
71	Personnel File - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 02/27/87
72	Memos, Staff Meetings - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 02/27/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
73	General Office File - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/27/87
74	Director's File - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 02/27/87
75	Historical File - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	20 0	A LAST ACTION: 02/27/87
76	Correspondence to and from Regional Offices - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/27/87
77	Agency File - Public Health Nursing SCHED#: 512 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 02/27/87
79	SIDS File SCHED#: 512 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
80	SIDS General File SCHED#: 512 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 02/27/87
81	Well Child Clinic Program SCHED#: 512 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/27/87
82	General Resource File - Well Child Program SCHED#: 512 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
83	Childhood Mortality Prevention Program SCHED#: 512 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/27/87
101	Community Fluoridation & Chemical Record Sheets SCHED#: 519 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 01/09/87
101	Community Fluoridation & Chemical Record Sheets SCHED#: 519 RESTRICTIONS: RM Rules	RF	10 0	D LAST ACTION: 01/09/87
102	Cross-Connections SCHED#: 519 RESTRICTIONS: RM Rules	P	20 0	D LAST ACTION: 01/09/87
103	Non-Community Water Analysis SCHED#: 519 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 01/09/87
104	Public Water Supply Resource File SCHED#: 519 RESTRICTIONS: RM Rules	P	30 0	D LAST ACTION: 01/09/87
105	Swimming Pools - Public SCHED#: 519 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 01/09/87
105	Swimming Pools-Public SCHED#: 519 RESTRICTIONS: RM Rules	RF	10 0	D LAST ACTION: 01/09/87
106	General Office File/Rad Health SCHED#: 520 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 02/27/87
107	Monitoring Reports SCHED#: 520 RESTRICTIONS: RM Rules	P	25 0	A LAST ACTION: 02/27/87
108	NRC Licenses (Nuclear Regulatory Commission Licenses) SCHED#: 520 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 02/27/87
109	Reference File - Rad Health SCHED#: 520 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 02/27/87
110	X-ray Registrations SCHED#: 520 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 02/27/87
112	Licensure for Water Treatment Plant Operators SCHED#: 521 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/27/87
113	Minutes of Meetings-Bd. of Licensure of Water Treatment Plant Oper. SCHED#: 521 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 02/27/87
114	Reference File-Board of Licensure of Water Treatment Plant Operators SCHED#: 521 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 02/27/87

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
116	Application for Licenses	P	1 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
117	Boys & Girls Camps	DF	888 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
117	Boys & Girls Camps	P	333 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
118	Consumer Protection Inspections & Testing for Dept. of Consumer Prot	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
119	Correspondence & Memos	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
120	Electrology Licensing	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
121	General Office File - Eating & Lodging Program	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
122	Inspection of Private Schools for Dept. of Education	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
123	Inspections for Other State Agencies	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
124	License File Card Eating & Lodging	DF	888 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
124	License File Card Eating & Lodging	MF	10 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
124	License File Card Eating & Lodging	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
125	Mass Gathering	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
126	Narcotic License	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
127	Problem Eating & Lodging Establishments	P	2 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
128	Sanitariums Accident Reports	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
129	Suppliers of Compressed Air for Breathing Purposes	DF	888 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
129	Suppliers of Compressed Air for Breathing Purposes	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
130	Tattoo Licensing	P	3 0	D
	SCHED#: 522 RESTRICTIONS: RM Rules		LAST ACTION:	04/24/87
131	Memos & correspondence - Health Engineering - Administration	P	2 0	D
	SCHED#: 523 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
132	Personnel File - Health Engineering - Administration	P	2 0	D
	SCHED#: 523 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
133	Legislative Files	P	1 0	D
	SCHED#: 523 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87
134	General Office File - Health Engineering - Administration	P	3 0	D
	SCHED#: 523 RESTRICTIONS: RM Rules		LAST ACTION:	01/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
135	Director's File - Health Engineering - Administration SCHED#: 523 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION:	01/09/87
136	Exam File - Licensed Site Evaluators SCHED#: 524 RESTRICTIONS: RM Rules	P	20 0	D
			LAST ACTION:	01/09/87
137	General Correspondence - Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	01/09/87
138	General Office File - Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	10 0	D
			LAST ACTION:	01/09/87
139	Issued Permits - Plumbing Inspectors SCHED#: 524 RESTRICTIONS: RM Rules	CP	1 0	D
			LAST ACTION:	01/09/87
139	Issued Permits - Plumbing Inspectors SCHED#: 524 RESTRICTIONS: RM Rules	DF	20 0	D
			LAST ACTION:	01/09/87
139	Issued Permits - Plumbing Inspectors SCHED#: 524 RESTRICTIONS: RM Rules	MJ	20 0	D
			LAST ACTION:	01/09/87
139	Issued Permits - Plumbing Inspectors SCHED#: 524 RESTRICTIONS: RM Rules	P	333 0	D
			LAST ACTION:	01/09/87
139	Issued Permits - Plumbing Inspectors SCHED#: 524 RESTRICTIONS: RM Rules	RF	20 0	D
			LAST ACTION:	01/09/87
140	Licensed Site Evaluators - Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	01/09/87
141	Miscellaneous Plumbing Plans SCHED#: 524 RESTRICTIONS: RM Rules	P	333 0	D
			LAST ACTION:	01/09/87
142	Plumbing Inspection File SCHED#: 524 RESTRICTIONS: RM Rules	P	10 0	D
			LAST ACTION:	01/09/87
143	Product Approvals - Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	777 0	D
			LAST ACTION:	01/09/87
144	Rule 80K File - Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	20 0	D
			LAST ACTION:	01/09/87
145	Swimming Pools- Plumbing Program SCHED#: 524 RESTRICTIONS: RM Rules	P	2 0	D
			LAST ACTION:	01/09/87
146	Maine WIC Program Vendor Files SCHED#: 568 RESTRICTIONS: RM Rules	P	5 0	D
			LAST ACTION:	01/09/87
146	Maine WIC Program Vendor Files SCHED#: 568 RESTRICTIONS: RM Rules	RF	10 0	D
			LAST ACTION:	01/09/87
150	Cooperative Agreement for the Development of Primary Care Services SCHED#: 663 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION:	02/22/88
151	State Health Coordinating Council File SCHED#: 663 RESTRICTIONS: RM Rules	P	4 0	A
			LAST ACTION:	02/22/88
152	Hill-Burton Hospital Construction File SCHED#: 663 RESTRICTIONS: RM Rules	P	777 0	A
			LAST ACTION:	02/22/88
153	Certificate of Need Program SCHED#: 663 RESTRICTIONS: RM Rules	P	5 50	D
			LAST ACTION:	02/22/88
154	Administrative File - Project Review for OHP&D SCHED#: 663 RESTRICTIONS: RM Rules	P	2 6	D
			LAST ACTION:	02/22/88
155	State Health Planning - Administration SCHED#: 663 RESTRICTIONS: RM Rules	P	4 0	D
			LAST ACTION:	02/22/88
156	AIDS Patient Files SCHED#: 669 RESTRICTIONS: RM Rules	P	1 10	D
			LAST ACTION:	06/28/88
157	Nutrition Resource File SCHED#: 695 RESTRICTIONS: RM Rules	P	10 0	D
			LAST ACTION:	09/24/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Income Maintenance				
11	Quality Control Reviews	P	1 4	D
	SCHED#: 183 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
13	General Assistance Municipal Payroll	P	2 0	D
	SCHED#: 237 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
14	General Assistance Direct Vendor Payment	P	2 0	D
	SCHED#: 237 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
21	Central Files of SELU	P	5 15	D
	SCHED#: 302 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/80
24	SSI-Related Medical Review Team Case Records	P	777 0	D
	SCHED#: 375 RESTRICTIONS: RM Rules			LAST ACTION: 10/25/85
25	Emergency Assistance Program Case Records	P	3 0	D
	SCHED#: 383 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
28	SELU Case Files	MF	25 0	D
	SCHED#: 442 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
28	SELU Case Files	P	333 0	D
	SCHED#: 442 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
32	Support Enforcement Administrative Records	P	2 0	D
	SCHED#: 453 RESTRICTIONS: RM Rules			LAST ACTION: 05/14/86
53	Daily Issuance & Returns	P	3 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
54	Management Reports (C.P.)	CP	888 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
54	Management Reports, COM	CM	3 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
55	Federal Reports	P	3 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
56	Food Stamp Claims	P	3 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
57	Food Stamp Administrative File	P	3 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
58	Personnel File - Food Stamp Issuance	P	1 0	D
	SCHED#: 496 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
59	Special Services - Administrative Files	P	2 0	D
	SCHED#: 497 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
60	Special Services - Personnel Files	P	1 0	D
	SCHED#: 497 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
61	Municipal General Assistance Ordinances	P	2 0	D
	SCHED#: 497 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
62	Emergency Assistance Card Files	P	2 0	D
	SCHED#: 497 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
63	Fraud Investigation Index File	P	25 0	D
	SCHED#: 538 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
64	Fraud Investigation Referral Cases	P	3 0	D
	SCHED#: 554 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
65	Bureau Director's Files	P	3 0	D
	SCHED#: 561 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
66	Bureau of Income Maintenance Resource Files	P	3 0	D
	SCHED#: 563 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86



No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
<b>Public Affairs and Communications</b>					
1	OPAC Legislative Files	P	3	0	D
	SCHED#: 565 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
2	OPAC Administrative Files	P	5	0	D
	SCHED#: 565 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
3	OPAC Publicity Materials	SP	5	0	D
	SCHED#: 565 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
4	OPAC Publicity Photographs	SP	10	0	A
	SCHED#: 565 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/08
<b>Medical Services</b>					
1	Maine Medical Assistance Program Fiscal Records	P	333	0	D
	Paper Claims				
	SCHED#: 120 RESTRICTIONS: RM Rules				LAST ACTION: 02/15/85
2	Recipient Third Party Resource File	P	3	3	D
	SCHED#: 304 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/80
3	Licensure & Certification Health Care Facilities	P	6	14	D
	SCHED#: 310 RESTRICTIONS: RM Rules				LAST ACTION: 09/19/81
4	Maine Medical Assistance Program Fiscal Records	RF	3	10	D
	Paper Claims				
	SCHED#: 120 RESTRICTIONS: RM Rules				LAST ACTION: 02/15/85
5	Correspondence to and from the Director of Bur. of Medical Services	P	10	0	D
	SCHED#: 376 RESTRICTIONS: RM Rules				LAST ACTION: 10/25/85
6	Closed Long Term Care Medicaid Records	P	3	0	D
	SCHED#: 458 RESTRICTIONS: RM Rules				LAST ACTION: 05/14/86
7	Management Reports - Surveillance & Utilization Review	CM	10	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
7	Management Reports - Surveillance & Utilization Review	CP	888	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
8	Recipient Surveillance File	CP	2	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
8	Recipient Surveillance File	P	2	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
9	Provider Surveillance File	CP	2	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
9	Provider Surveillance File	P	10	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
10	Administrative File - Surveillance & Utilization Review	P	5	0	D
	SCHED#: 492 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
11	Management Reports	CM	7	0	D
	SCHED#: 469 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
11	Management Reports	CP	888	0	D
	SCHED#: 469 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
12	Prior Authorization	P	3	0	D
	SCHED#: 469 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86
12	Prior Authorization	RF	7	0	D
	SCHED#: 469 RESTRICTIONS: RM Rules				LAST ACTION: 10/24/86

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
13	Provider File	P	3 0	D
	SCHED#: 469 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
13	Provider File	RF	7 0	D
	SCHED#: 469 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
15	Project Files	P	5 0	D
	SCHED#: 495 RESTRICTIONS: RM Rules		LAST ACTION: 01/09/87	
16	Cost Containment Management Reports	CP	3 0	D
	SCHED#: 495 RESTRICTIONS: RM Rules		LAST ACTION: 01/09/87	
16	Cost Containment Management Reports	MF	5 0	D
	SCHED#: 495 RESTRICTIONS: RM Rules		LAST ACTION: 01/09/87	
17	Bureau of Medical Services Rules & Regulations	P	444 0	D
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
18	Medical Advisory Committee	P	1 0	A
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
19	Federal Correspondence	P	2 0	D
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
20	Personnel File - Bureau of Medical Services (Administration)	P	777 0	D
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
21	Bureau Correspondence - Medical Services (Administration)	P	1 0	D
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
22	Federal/State Plan - Medicaid	P	5 0	D
	SCHED#: 500 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
23	Adult Residential Care Files	P	9 11	D
	SCHED#: 535 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
24	Director's Administrative File	P	10 5	D
	SCHED#: 535 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
25	Personnel File - Division of Residential Care	P	2 0	D
	SCHED#: 535 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	
26	Division Director's File - Licensing & Cert., Medical Services	P	3 0	D
	SCHED#: 499 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
27	Personnel Records - Licensing & Cert., Medical Services	P	777 0	D
	SCHED#: 499 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
28	Employee Itineraries - Licensing & Cert., Medical Services	P	666 0	D
	SCHED#: 499 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
29	Staffing File - Licensing & Cert., Medical Services	P	3 3	D
	SCHED#: 499 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	
30	Health Care Facilities Licensing and Certification File	P	7 13	D
	SCHED#: 499 RESTRICTIONS: RM Rules		LAST ACTION: 02/27/87	

#### Maternal & Child Health

147	Adolescent Health Care Services Grants	P	10 0	D
	SCHED#: 658 RESTRICTIONS: RM Rules		LAST ACTION: 02/22/88	
148	Adolescent Health Care Grantee Site Reports	P	10 0	D
	SCHED#: 658 RESTRICTIONS: RM Rules		LAST ACTION: 02/22/88	

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
149	Adolescent Health Care Policy File SCHED#: 658 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/22/88
Legal Services				
1	Support Enforcement Cases SCHED#: 292 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 04/18/80
Management & Budget				
1	Regional Vocational Rehabilitation Case Files SCHED#: 27 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 02/28/86
1	Regional Vocational Rehabilitation Case Files SCHED#: 27 RESTRICTIONS: RM Rules	RF	50 0	D LAST ACTION: 02/28/68
2	Cancer Control - Subject (General) Files SCHED#: 83 RESTRICTIONS: RM Rules	P	0 2	A LAST ACTION: 02/21/75
2	Purchase of Service Contracts - Audit Files SCHED#: 79 RESTRICTIONS: RM Rules	P	1 3	D LAST ACTION: 05/16/75
3	A. Water Test Reports - Private SCHED#: 88 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 06/20/86
3	A. Water Test Reports - Private SCHED#: 88 RESTRICTIONS: RM Rules	RF	10 0	D LAST ACTION: 06/20/86
3	Data Entry Tape SCHED#: 104 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 05/16/75
4	Medicaid Back-Up Tape SCHED#: 104 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 05/16/75
5	Medicaid History File SCHED#: 104 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 05/16/75
6	Medicaid Purge File SCHED#: 104 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 05/16/75
7	Medicaid Payment Tape SCHED#: 104 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 05/16/75
8	Food Stamp Files - Region IA SCHED#: 110 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 06/25/75
8	Region I-A, Food Stamp Files. SCHED#: 173 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/25/75
11	Health Care Audit SCHED#: 485 RESTRICTIONS: RM Rules	P	20 0	D LAST ACTION: 06/20/86
12	Social Service Audit SCHED#: 485 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 06/20/86
13	Management Reports SCHED#: 485 RESTRICTIONS: RM Rules	CM	888 0	D LAST ACTION: 06/20/86
13	Management Reports SCHED#: 485 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 06/20/86
14	URES A Collection Records SCHED#: 373 RESTRICTIONS: RM Rules	MF	100 0	D LAST ACTION: 10/25/85
14	URES A Collection Records SCHED#: 373 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 10/25/85
19	Regional Public Health Nursing Case Files SCHED#: 428 RESTRICTIONS: RM Rules	MF	50 0	D LAST ACTION: 02/28/86
19	Regional Public Health Nursing Case Files SCHED#: 428 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 02/28/86

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
22	Purchase Authorization - Fourth Copy - Child Welfare	P	2 0	D
	SCHED#: 36 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
23	Welfare Bills	P	2 0	D
	SCHED#: 57 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
26	Regional WEET Case Files	MF	50 0	D
	SCHED#: 421 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
26	Regional WEET Case Files	P	2 0	D
	SCHED#: 421 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
27	Regional Social Services Case Files	MF	50 0	D
	SCHED#: 430 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
27	Regional Social Services Case Files	P	333 0	D
	SCHED#: 430 RESTRICTIONS: RM Rules			LAST ACTION: 02/28/86
29	Human Services Training File	CP	888 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
29	Human Services Training Files	P	2 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
30	Human Services Trainer File	CP	888 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
30	Human Services Trainer File	P	444 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
31	State Training Advisory Council	P	3 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
32	SETU Correspondence	P	2 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
33	Educational Leave File	P	777 0	D
	SCHED#: 494 RESTRICTIONS: RM Rules			LAST ACTION: 01/09/87
34	Administration Correspondence	P	5 0	D
	SCHED#: 603 RESTRICTIONS: RM Rules			LAST ACTION: 02/27/87
35	Grants	P	3 0	D
	SCHED#: 603 RESTRICTIONS: RM Rules			LAST ACTION: 02/27/87
36	Contracts	P	3 0	D
	SCHED#: 603 RESTRICTIONS: RM Rules			LAST ACTION: 02/27/87
37	Audit Reports	P	10 0	D
	SCHED#: 603 RESTRICTIONS: RM Rules			LAST ACTION: 02/27/87
38	Leases	P	6 0	D
	SCHED#: 603 RESTRICTIONS: RM Rules			LAST ACTION: 02/27/87
39	Personnel Records	P	5 0	D
	SCHED#: 608 RESTRICTIONS: RM Rules			LAST ACTION: 04/24/87
40	Workers Compensation Records	P	10 0	D
	SCHED#: 608 RESTRICTIONS: RM Rules			LAST ACTION: 04/24/87
41	Grievance and Arbitration Records	P	10 0	D
	SCHED#: 608 RESTRICTIONS: RM Rules			LAST ACTION: 04/24/87
42	Absent Parent Support Collections	MF	50 0	D
	SCHED#: 620 RESTRICTIONS: RM Rules			LAST ACTION: 10/09/87
42	Absent Parent Support Collections	P	7 0	D
	SCHED#: 620 RESTRICTIONS: RM Rules			LAST ACTION: 10/09/87
43	Personnel Files - Management and Budget	P	2 0	D
	SCHED#: 620 RESTRICTIONS: RM Rules			LAST ACTION: 10/09/87

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
<b>Office of Programs</b>					
9	A. Regional AFDC/Food Stamp Case Files SCHED#: 115 RESTRICTIONS: RM Rules	MF	50	0	D LAST ACTION: 06/28/85
9	A. Regional AFDC/Food Stamp Case Files SCHED#: 115 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 06/28/85
9	B. Regional Medical Assistance Case Files SCHED#: 115 RESTRICTIONS: RM Rules	MF	3	0	D LAST ACTION: 06/28/85
9	B. Regional Medical Assistance Case Files SCHED#: 115 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 06/28/85
9	C. AABD Closed Records SCHED#: 115 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 10/15/76
9	D. AFDC & ABD Denied Cases SCHED#: 115 RESTRICTIONS: RM Rules	P	1	0	D LAST ACTION: 10/15/76
9	E. MA Closed Case Records (Including Microfilm) SCHED#: 115 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 10/15/76
10	Municipal Expenditure Statements SCHED#: 172 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 08/15/86
<b>Public Health Laboratory</b>					
62	Director's File - Correspondence SCHED#: 507 RESTRICTIONS: RM Rules	P	15	0	D LAST ACTION: 01/09/87
62	Director's File - Metabolic Disease Screening SCHED#: 507 RESTRICTIONS: RM Rules	P	25	0	D LAST ACTION: 01/09/87
63	Standard File for Private Agencies SCHED#: 507 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 01/09/87
63	Standard File for Private Agencies SCHED#: 507 RESTRICTIONS: RM Rules	RF	10	0	D LAST ACTION: 01/09/87
64	Personnel File - Director's Office SCHED#: 507 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 01/09/87
65	General Office Reference File - Public Health Laboratory SCHED#: 507 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 01/09/87
66	Water Analysis Requests SCHED#: 507 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 01/09/87
67	Chromatographs SCHED#: 507 RESTRICTIONS: RM Rules	P	6	0	D LAST ACTION: 01/09/87
<b>Social Services</b>					
7	Social Service Index (SSI-1) SCHED#: 108 RESTRICTIONS: RM Rules	P	1	14	D LAST ACTION: 06/25/75
12	Adoptive Home Records SCHED#: 212 RESTRICTIONS: RM Rules	P	777	100	D LAST ACTION: 02/18/77
13	Child Care Licensing - Licensing Unit SCHED#: 601 RESTRICTIONS: RM Rules	P	999	0	D LAST ACTION: 04/24/87
14	Day Care Registrations - Licensing Unit SCHED#: 601 RESTRICTIONS: RM Rules	CP	888	0	D LAST ACTION: 04/24/87
14	Day Care Registrations - Licensing Unit SCHED#: 601 RESTRICTIONS: RM Rules	P	999	0	D LAST ACTION: 04/24/87
15	Adult Guardianship Files SCHED#: 601 RESTRICTIONS: RM Rules	MF	7	0	D LAST ACTION: 02/27/87

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
15	Adult Guardianship Files SCHED#: 601 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 02/27/87
16	Resource Files-Guardianship-Adult Services SCHED#: 601 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
17	Child Care Food Program Agreements SCHED#: 601 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 02/27/87
18	Supervisory Reviews - Child Care Food Program SCHED#: 601 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 02/27/87
19	Audit Reports (Departmental) - Child Care Food Program SCHED#: 601 RESTRICTIONS: RM Rules	P	999 0	D LAST ACTION: 02/27/87
20	Resource File - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
21	Management Reports - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 02/27/87
22	Interstate Compact Files - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	MF	777 0	D LAST ACTION: 06/19/87
22	Interstate Compact Files - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 06/19/87
23	Central Registry Intakes - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	MF	2 0	D LAST ACTION: 06/19/87
23	Central Registry Intakes - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 06/19/87
24	Central Registry Intake Card File - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/19/87
25	Intake Services Log - Child & Family Services SCHED#: 601 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/19/87
26	Childrens Emergency Services Focus (C.E.S.) SCHED#: 601 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/19/87
27	CFS Institutional Child Abuse files - Child Family Services SCHED#: 601 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 06/19/87
28	Residential Group Services Files SCHED#: 601 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 06/19/87
29	Child & Family Services-Residential Program & In-Home Services SCHED#: 601 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 06/19/87
30	Personnel File - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 06/19/87
31	Directors File - Bureau of Social Services SCHED#: 601 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 06/19/87

#### Maine's Elderly

1	BME's Area Agencies on Aging Files SCHED#: 506 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
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No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
2	BME's Resource Files SCHED#: 506 RESTRICTIONS: RM Rules	P	666 0	D LAST ACTION: 02/27/87
3	BME's Management Reports SCHED#: 506 RESTRICTIONS: RM Rules	CP	5 10	D LAST ACTION: 02/27/87
3	BME's Management Reports SCHED#: 506 RESTRICTIONS: RM Rules	P	5 10	D LAST ACTION: 02/27/87
4	BME's Director's Files SCHED#: 506 RESTRICTIONS: RM Rules	P	3 5	D LAST ACTION: 02/27/87
5	BME's Administrative Files SCHED#: 506 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 02/27/87
6	BME's Special Projects Files SCHED#: 506 RESTRICTIONS: RM Rules	P	4 6	D LAST ACTION: 02/27/87
7	BME's Personnel File SCHED#: 506 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 02/27/87

#### Rehabilitation

2	Health Resources Inventories SCHED#: 291 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/20/80
15	A. Driver Education & Evaluation Programs. Registration Sheets SCHED#: 252 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 04/21/78
15	B. Driver Education & Evaluation Programs: Test Evaluation Documents SCHED#: 252 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 04/21/78
18	General Correspondence SCHED#: 279 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 11/08/79
19	Bureau Director's Files SCHED#: 280 RESTRICTIONS: RM Rules	P	3 0	A LAST ACTION: 11/08/79
20	Case Files Involving Expenditures SCHED#: 280 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 11/08/79
33	Division of Welfare Employment Correspondence & Reference Material SCHED#: 482 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 06/20/86
34	Correspondence - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 01/09/87
36	Personnel File - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 01/09/87
37	Program Grants - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
38	WEET Administrative File SCHED#: 487 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 01/09/87
39	Tables and Charts - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
40	Management Reports - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	CM	5 0	D LAST ACTION: 01/09/87
40	Management Reports - WEET Program SCHED#: 487 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 01/09/87
41	Grants - Bureau of Rehabilitation SCHED#: 488 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 10/24/86

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
42	Maine Management Information System Reports SCHED#: 488 RESTRICTIONS: RM Rules	CM	10 0	D LAST ACTION: 10/24/86
42	Maine Management Information System Reports SCHED#: 488 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
43	Handicapped Accessibility Planning File SCHED#: 489 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 10/24/86
44	Business Enterprise Program - Division of Eye Care Services SCHED#: 490 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
45	Administrative File - Division of Eye Care Services SCHED#: 490 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/09/87
47	Management Analyses of Rehabilitation Programs SCHED#: 491 RESTRICTIONS: RM Rules	CP	666 0	D LAST ACTION: 10/24/86
48	Hearing Impaired Childrens Program File SCHED#: 493 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 04/24/87
49	Deaf and Hearing Impaired Registry SCHED#: 493 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 04/24/87
50	Minutes of Meetings - Advisory Committee to Division of Deafness SCHED#: 493 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 04/24/87
51	Div. of Deafness Administrative File SCHED#: 493 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 04/24/87
52	Grants - Division of Deafness SCHED#: 493 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 04/24/87
53	Management Reports-Driver Education & Evaluation Program SCHED#: 562 RESTRICTIONS: RM Rules	CP	888 0	D LAST ACTION: 10/24/86
54	D.E.E.P. Program Manager Files SCHED#: 562 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
55	D.E.E.P. Administrative Files SCHED#: 562 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
56	Personnel Files - D.E.E.P. SCHED#: 562 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/24/86
57	Workers Compensation Unit SCHED#: 572 RESTRICTIONS: RM Rules	MF	10 0	D LAST ACTION: 01/09/87
57	Workers Compensation Unit SCHED#: 572 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 01/09/87
58	SSDI/SSI VR Program SCHED#: 590 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 01/09/87
59	Training & Education Files SCHED#: 590 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 01/09/87
60	Grants/Contracts/Purchase of Service Agreements SCHED#: 590 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
61	Administrative Files - Division of General Rehabilitation Services SCHED#: 590 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/09/87
62	Standards for Rehab. Provider Agencies SCHED#: 590 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 01/09/87
66	Deaf Communications Program Files (Telecommunications - TDD) SCHED#: 651 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 12/16/87



No.	Series Title	Years in			Arch/ Dest
		Media	Agcy	RCtr	

## Alcoholism & Drug Abuse Prevention

17 Grants	P	2	3	D	
SCHED#: 277 RESTRICTIONS: RM Rules	LAST ACTION: 11/08/79				

## Emergency Medical Services

1 Service Application File	DF	888	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
1 Service Application File	P	2	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
2 Emergency Technician Application File	DF	888	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
2 Emergency Technician Application File	P	2	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
3 EMS Regions	P	5	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
4 EMS Medical Director Files	P	5	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
5 EMS Statistics	P	5	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
6 State Agencies File	P	2	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
7 General Personnel File	P	2	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
8 Personnel Folders	P	777	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
9 E.M.S. - General Correspondence	P	2	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
10 Training & Examinations	P	10	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
11 Grants	P	7	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
12 General File & Minutes - Board of Emergency Medical Services	P	2	0	A	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
13 Resource File	P	10	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				
14 Legislation & Regulations	P	5	0	D	
SCHED#: 513 RESTRICTIONS: RM Rules	LAST ACTION: 01/09/87				

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Labor</b>				
<b>Administration</b>				
<b>Employment &amp; Training Programs</b>				
1	Student Case File	P	2 4	D
	SCHED#: 76 RESTRICTIONS: RM Rules			LAST ACTION: 02/21/75
2	Class Size Case File	P	2 4	D
	SCHED#: 76 RESTRICTIONS: RM Rules			LAST ACTION: 02/21/75
3	Correspondence - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
4	Participant Files - CETA	P	5 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
5	Reports - CETA	P	4 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
6	Fiscal - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
7	Personnel - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
8	Insurance - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
9	Monitoring Unit - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
10	Property - CETA	P	5 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
11	Legal - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
12	Planning - CETA	P	3 0	D
	SCHED#: 306 RESTRICTIONS: RM Rules			LAST ACTION: 06/19/81
13	Participant Files - JTPA	P	3 0	D
	SCHED#: 422 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
14	Correspondence (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
16	Contracts (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
17	Personnel (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
18	Insurance (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
19	Monitoring (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
20	Legal (JTPA)	P	5 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
21	Planning (JTPA)	P	3 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86
23	Employment Competency Training (ECT)	P	888 0	D
	SCHED#: 534 RESTRICTIONS: RM Rules			LAST ACTION: 10/24/86

**Office of the Commissioner**

1	Closed Employer Liability Cases	P	3 5	D
	SCHED#: 256 RESTRICTIONS: RM Rules			LAST ACTION: 04/21/78

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
2	Closed Benefit Appeal Cases SCHED#: 256 RESTRICTIONS: RM Rules	P	3	5	D LAST ACTION: 04/21/78
3	Personnel Folder - DOL SCHED#: 324 RESTRICTIONS: Contract	P	3	0	D LAST ACTION: 04/16/82
4	Commissioners Correspondence - DOL SCHED#: 392 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 12/20/85
5	General Correspondence - Office of Administrative Services SCHED#: 569 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 01/09/87
6	Invoices - Dept. of Labor SCHED#: 571 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 01/09/87

#### Employment Security

1	Magnetic Tape working storage files (DOL) SCHED#: 696 RESTRICTIONS: RM Rules	MT	666	0	D LAST ACTION: 09/24/88
1	Maine Job Bank Documents SCHED#: 113 RESTRICTIONS: RM Rules	P	1	3	D LAST ACTION: 06/25/75
2	Employer's Contribution Reports, Form Me. C-1 SCHED#: 113 RESTRICTIONS: RM Rules	P	2	4	D LAST ACTION: 06/25/75
3	UC Reconciliation and Outstanding Check Lists SCHED#: 113 RESTRICTIONS: RM Rules	CP	2	3	D LAST ACTION: 06/25/75
4	ES-213 Claims Activities, Payments and Interstate Claims SCHED#: 260 RESTRICTIONS: RM Rules	CP	2	9	D LAST ACTION: 10/24/86
4	UC Check Registers SCHED#: 113 RESTRICTIONS: RM Rules	CP	1	4	D LAST ACTION: 01/09/87
5	UC Claimant Folder File Records SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 01/09/87
6	UCX-UCFE Material SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 06/25/75
7	MDTA Records - UC SCHED#: 113 RESTRICTIONS: RM Rules	P	2	4	D LAST ACTION: 06/25/75
8	CEP Trainee Records - UC SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 06/25/75
9	TRA Records - UC SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 06/25/75
10	DUA Records - UC SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 06/25/75
11	WIN Records - UC SCHED#: 113 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 06/25/75
12	Determination/Redetermination of Insured Status SCHED#: 132 RESTRICTIONS: RM Rules	P	333	0	D LAST ACTION: 08/15/75
12	Determination/Redetermination of Insured Status SCHED#: 132 RESTRICTIONS: RM Rules	RF	4	0	D LAST ACTION: 08/15/75
14	Employer Ledgers SCHED#: 145 RESTRICTIONS: RM Rules	P	0	5	D LAST ACTION: 10/20/75
15	Local Office Batch Files SCHED#: 151 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 01/09/87
16	Claim Record Cards (Including Interstate) SCHED#: 151 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
17	Unemployment Compensation Director's Correspondence Files SCHED#: 163 RESTRICTIONS: RM Rules	P	1 0	D
			LAST ACTION:	04/16/76
18	Unemployment Compensation Benefit Checks SCHED#: 170 RESTRICTIONS: RM Rules	P	333 0	D
			LAST ACTION:	06/18/76
19	Purge Benefit Master File SCHED#: 180 RESTRICTIONS: RM Rules	CM	0 10	D
			LAST ACTION:	06/18/76
20	Combined Wage Packets - Wages Transferred Out-of-State SCHED#: 193 RESTRICTIONS: RM Rules	P	3 2	D
			LAST ACTION:	08/20/76
21	Combined Wage Packets - Wages Transferred In - Eligible SCHED#: 193 RESTRICTIONS: RM Rules	P	3 2	D
			LAST ACTION:	08/20/76
22	Combined Wage Packets - Wages Transferred In - Ineligible SCHED#: 193 RESTRICTIONS: RM Rules	P	2 2	D
			LAST ACTION:	08/20/76
23	Complaint Related Forms: Statewide - Local Offices SCHED#: 196 RESTRICTIONS: RM Rules	P	3 0	D
			LAST ACTION:	08/20/76
24	Test Related Forms: Answer Sheets & Record of Apparatus Test Scores SCHED#: 196 RESTRICTIONS: Employment Serv. Man	P	1 0	D
			LAST ACTION:	08/20/76
25	Employment Service Director's Correspondence SCHED#: 196 RESTRICTIONS: RM Rules	P	2 1	D
			LAST ACTION:	08/20/76
26	Test Record Cards SCHED#: 196 RESTRICTIONS: Emp. Service Manual	P	3 0	D
			LAST ACTION:	08/20/76
27	Registration Related Forms SCHED#: 204 RESTRICTIONS: Emp. Service Manual	P	1 0	D
			LAST ACTION:	10/15/76
28	WIN Related Forms SCHED#: 204 RESTRICTIONS: Emp. Service Manual	P	3 0	D
			LAST ACTION:	10/15/76
29	ESARS - Local Office SCHED#: 223 RESTRICTIONS: RM Rules	P	2 5	D
			LAST ACTION:	02/18/77
30	Employer History SCHED#: 223 RESTRICTIONS: RM Rules	P	666 7	D
			LAST ACTION:	02/18/77
31	JBOR Tables SCHED#: 223 RESTRICTIONS: RM Rules	P	1 6	D
			LAST ACTION:	02/18/77
32	ESARS - Statewide SCHED#: 223 RESTRICTIONS: RM Rules	P	2 5	D
			LAST ACTION:	02/18/77
33	ESARS - WIN & Special Offices SCHED#: 223 RESTRICTIONS: RM Rules	P	2 5	D
			LAST ACTION:	02/18/77
34	ES-202 Federal Tabulations & Area Reports SCHED#: 223 RESTRICTIONS: RM Rules	P	2 25	D
			LAST ACTION:	10/25/85
35	ES-202 Firm Listings SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D
			LAST ACTION:	10/24/86
36	ES-202 Proof Listings SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D
			LAST ACTION:	10/24/86
37	ES-203 Char. of Insured Unemployed SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D
			LAST ACTION:	10/24/86
38	ES-207, ES-210.3 & ES210.4 Reports SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D
			LAST ACTION:	10/24/86
39	ES-210-C-4, 217, Town & Country, Canadian Claims-Payment Reports SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D
			LAST ACTION:	10/24/86

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
40	ES-215 (Pensioners), ES-218 (Monetary Determinations), MA-588 SCHED#: 223 RESTRICTIONS: RM Rules	CP	2 9	D LAST ACTION: 10/24/86
41	Area Industry - Occupation Matrices SCHED#: 227 RESTRICTIONS: RM Rules	P	3 2	D LAST ACTION: 02/18/77
42	State Industry-Occupation Matrices and Occupational Employment SCHED#: 227 RESTRICTIONS: RM Rules	P	3 2	D LAST ACTION: 02/18/77
43	Job Openings Survey SCHED#: 227 RESTRICTIONS: RM Rules	CP	3 2	D LAST ACTION: 02/18/77
44	Occupational Employment Statistics Forms SCHED#: 227 RESTRICTIONS: RM Rules	P	1 2	D LAST ACTION: 02/18/77
45	Weekly Local Office Reports (MR-207, MR-209, MR-210, MR-218) SCHED#: 227 RESTRICTIONS: RM Rules	P	1 4	D LAST ACTION: 02/18/77
46	CETA Trainee Payment Account Records SCHED#: 233 RESTRICTIONS: RM Rules	P	1 2	D LAST ACTION: 06/17/77
47	Unemployment Compensation Fund Accounts - Fiscal Records SCHED#: 245 RESTRICTIONS: RM Rules	P	1 3	D LAST ACTION: 10/27/77
48	Deputy's Decisions SCHED#: 246 RESTRICTIONS: RM Rules	P	2 3	D LAST ACTION: 01/09/87
49	UC Check Registers SCHED#: 271 RESTRICTIONS: RM Rules	CP	1 3	D LAST ACTION: 04/20/79
50	SUAP Monetary Determinations SCHED#: 272 RESTRICTIONS: RM Rules	P	0 3	D LAST ACTION: 04/20/79
52	All Employees Payroll Project SCHED#: 290 RESTRICTIONS: RM Rules	P	3 3	D LAST ACTION: 02/22/88
53	BLS 70 Office Record Cards SCHED#: 290 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 04/18/80
54	BLS 790 and DL 1219 Canceled Reports SCHED#: 290 RESTRICTIONS: RM Rules	P	1 2	D LAST ACTION: 04/18/80
54	Combined Wage Packets - Wages Transferred Out - Ineligible SCHED#: 271 RESTRICTIONS: RM Rules	P	2 3	D LAST ACTION: 04/20/79
55	Historical Employment Hours and Earnings Data SCHED#: 290 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 04/18/80
56	MR-203 - Weeks Compensated by County and Labor Market Areas SCHED#: 299 RESTRICTIONS: RM Rules	CP	2 9	D LAST ACTION: 10/24/86
57	BLS I Continued Claimants SCHED#: 343 RESTRICTIONS: RM Rules	P	2 5	D LAST ACTION: 02/15/85
58	BLS II Final Payments SCHED#: 343 RESTRICTIONS: RM Rules	P	2 5	D LAST ACTION: 02/15/85
59	BLS III Disqualified Claimants SCHED#: 343 RESTRICTIONS: RM Rules	P	2 5	D LAST ACTION: 02/15/85
60	Me. MR-210 Claims Activity SCHED#: 343 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 02/15/85
61	Me. EAR-520 Employer Services Activity SCHED#: 343 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 02/15/85
62	Me. EAR-210 ERP Eligibility Review Program Interviews SCHED#: 343 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 02/15/85

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
63	Me. EAR-207 Nonmonetary Determination SCHED#: 343 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 02/15/85
64	ETA & BLS Correspondence SCHED#: 379 RESTRICTIONS: RM Rules	P	3 10	D LAST ACTION: 10/25/85
65	Division Correspondence, News Releases & Reports SCHED#: 379 RESTRICTIONS: RM Rules	P	3 5	D LAST ACTION: 10/25/85
66	Temporary Alien Labor Certification in Agriculture and Logging SCHED#: 424 RESTRICTIONS: Fed. Reg. Part 29	P	3 0	D LAST ACTION: 02/28/86
67	Random Audit/Quality Control File Folders SCHED#: 464 RESTRICTIONS: RM Rules	CP	2 3	D LAST ACTION: 05/14/86
67	Random Audit/Quality Control File Folders SCHED#: 464 RESTRICTIONS: RM Rules	P	2 3	D LAST ACTION: 05/14/86
68	Employers Quarterly Reports - Form ME C-1 SCHED#: 567 RESTRICTIONS: RM Rules	P	2 4	D LAST ACTION: 01/09/87
69	Batch Weekly Claim Card Files-Me. B-100 Forms and Related Material SCHED#: 573 RESTRICTIONS: RM Rules	P	2 3	D LAST ACTION: 01/09/87
70	Targeted Jobs Tax Credit SCHED#: 575 RESTRICTIONS: 26 CFR Pt. 1 & 5 Fed	P	3 0	D LAST ACTION: 01/09/87
71	D/EA&R Ceta Records SCHED#: 604 RESTRICTIONS: RM Rules	P	3 5	D LAST ACTION: 02/27/87
72	D/EA&R Publications SCHED#: 605 RESTRICTIONS: RM Rules	P	3 5	D LAST ACTION: 02/27/87
73	D/EA&R Publications of Permanent Record SCHED#: 606 RESTRICTIONS: RM Rules	P	3 5	A LAST ACTION: 02/27/87
75	JTPA 500 Follow-Up Form SCHED#: 659 RESTRICTIONS: RM Rules	P	666 3	D LAST ACTION: 02/22/88
77	Benefit Audit Files SCHED#: 670 RESTRICTIONS: RM Rules	P	1 5	D LAST ACTION: 06/28/88
78	Dislocated Worker's Benefits (DWB) Claim Materials SCHED#: 679 RESTRICTIONS: RM Rules	P	2 3	D LAST ACTION: 06/28/88

#### Labor Standards

1	Minimum Wage Determination SCHED#: 50 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 12/20/74
2	General Correspondence SCHED#: 50 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 12/20/74
3	Cancelled Reporter Folders SCHED#: 50 RESTRICTIONS: RM Rules	P	3 5	D LAST ACTION: 12/20/74
4	Elevator Inspection Report SCHED#: 50 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 12/20/74
5	Boiler Inspection Reports SCHED#: 50 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 12/20/74
6	Elevator Plans SCHED#: 50 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/20/74
7	Wage Complaints SCHED#: 50 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 12/20/74

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
8	Field Inspection Report	P	3	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
9	Daily and Monthly Activity Report	P	2	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
10	Minutes of Meetings	P	10	0	A
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
11	Certificate Age and Part-Time and Vacation Permits	P	777	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
12	Handicapped Worker Certificate	P	6	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
13	Bedding Inspection Report and Correspondence	P	5	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
14	Violation Follow-up	P	3	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74		
15	Inspection Report of Construction and Manufacturing Plants	P	2	0	D
	SCHED#: 50 RESTRICTIONS: RM Rules	LAST ACTION:	06/25/75		
16	Permanent Record Cards	P	4	0	D
	SCHED#: 63 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75		
17	Copies of Employers First Reports of Injury	P	2	0	D
	SCHED#: 152 RESTRICTIONS: RM Rules	LAST ACTION:	02/20/76		
18	Expired Welders Folders	P	2	0	D
	SCHED#: 156 RESTRICTIONS: Title 26, Sec. 3	LAST ACTION:	02/20/76		
19	OSHS Schedules (OSHA Form #103)	P	2	3	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
20	OSHS Computer Programs Documentation	MT	5	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
20	OSHS Computer Programs Documentation	P	5	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
21	OSHS Address & Address-Data Records	MT	5	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
22	Tabulations and Estimations Series	P	1	4	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
23	Microdata Files	CP	1	9	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
24	Data Screening Listings	CP	1	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
25	Program Correspondence	P	5	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
26	Transitional Correspondence	P	1	0	D
	SCHED#: 169 RESTRICTIONS: RM Rules	LAST ACTION:	04/16/76		
27	Census of Maine Manufactures Schedules	P	5	0	D
	SCHED#: 285 RESTRICTIONS: Title 26, Ch.3	LAST ACTION:	04/18/80		
28	Census of Maine Manufactures Data	P	10	0	D
	SCHED#: 285 RESTRICTIONS: Title 26, Ch.3	LAST ACTION:	04/18/80		
29	SDS Special Studies (by year)	CP	2	0	D
	SCHED#: 443 RESTRICTIONS: RM Rules	LAST ACTION:	02/28/86		
30	Consultation Programs - Office	P	5	0	D
	SCHED#: 528 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/86		
31	Safety & Education & Training Program	P	5	0	D
	SCHED#: 528 RESTRICTIONS: RM Rules	LAST ACTION:	10/24/86		

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
32	Loan Program	P	5 0	D
	SCHED#: 528 RESTRICTIONS: RM Rules		LAST ACTION: 10/24/86	

#### Unemployment Insurance Commission

74	Unemployment Tax Cash/Bank List	P	1 2	D
	SCHED#: 629 RESTRICTIONS: RM Rules		LAST ACTION: 12/16/87	
75	EB and FSB Eligibility Lists	CP	1 2	D
	SCHED#: 636 RESTRICTIONS: RM Rules		LAST ACTION: 12/16/87	

#### Maine Labor Relations Board

1	Bargaining Unit Election Materials, State and U P	P	1 0	D
	Maine Units			
	SCHED#: 314 RESTRICTIONS: MRSA Sec. 979		LAST ACTION: 08/21/81	
2	Prohibited Practice Complaint Case Files	P	5 10	D
	SCHED#: 333 RESTRICTIONS: RM Rules		LAST ACTION: 10/25/84	

#### Me. Occupational Inf. Coord. Comm.

1	Time Share/NOICC/MOICC contracts and grants	P	1 2	D
	SCHED#: 698 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	
2	Promotional Materials for CIDS	P	1 2	D
	SCHED#: 698 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	
3	Correspondence - MOICC and NOICC	P	1 2	D
	SCHED#: 698 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	
4	Correspondence - U.S. Government Memo's and Career Days	P	1 2	D
	SCHED#: 698 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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## Marine Resources

### Administration

1	IBM Cards - Marine Resources	P	1 2	D
	SCHED#: 106 RESTRICTIONS: RM Rules			LAST ACTION: 06/25/75
1	Shellfish Reporting Records	P	777 0	D
	SCHED#: 315 RESTRICTIONS: 12 MRSA Sec. 6173			LAST ACTION: 08/21/81
2	License Applications and Stubs	P	5 0	D
	SCHED#: 216 RESTRICTIONS: RM Rules			LAST ACTION: 04/18/77
2	Shellfish Growing Area Bacteria Samples	P	5 2	A
	SCHED#: 657 RESTRICTIONS: RM Rules			LAST ACTION: 06/22/88
3	Training Materials - Marine Resources	P	10 0	D
	SCHED#: 380 RESTRICTIONS: RM Rules			LAST ACTION: 10/25/85
4	Legislative Reports & Requests	P	10 0	D
	SCHED#: 380 RESTRICTIONS: RM Rules			LAST ACTION: 10/25/85
5	Performance Audit Material	P	10 0	D
	SCHED#: 380 RESTRICTIONS: RM Rules			LAST ACTION: 10/25/85
6	Shellfish Purchases and Sales Reports	P	3 2	D
	SCHED#: 687 RESTRICTIONS: Title 12 Ch 5sec5.15			LAST ACTION: 09/24/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Mental Health &amp; Mental Retardation</b>				
1	Admission/Termination Sheet for Patients Admitted to MH Centers SCHED#: 15 RESTRICTIONS: RM Rules	P	1 2	D
				LAST ACTION: 08/16/74
1	Commissioner's Correspondence Files - MH & MR SCHED#: 408 RESTRICTIONS: RM Rules	P	8 0	D
				LAST ACTION: 12/20/85
2	Commissioner's Institutional Files - MH & MR SCHED#: 408 RESTRICTIONS: RM Rules	P	8 0	D
				LAST ACTION: 12/20/85
8	Report of State Audit SCHED#: 411 RESTRICTIONS: RM Rules	P	3 4	D
				LAST ACTION: 12/20/85
9	Correspondence - General, Administrative Services Division SCHED#: 427 RESTRICTIONS: RM Rules	P	3 4	D
				LAST ACTION: 02/28/86
10	Contracts - Administration SCHED#: 427 RESTRICTIONS: RM Rules	P	3 4	D
				LAST ACTION: 02/28/86
10	Minutes of IDC Committee and Sub-committee Meetings SCHED#: 642 RESTRICTIONS: RM Rules	DF 888	0	D
				LAST ACTION: 02/22/88
10	Minutes of IDC Committee and Sub-committee Meetings SCHED#: 642 RESTRICTIONS: RM Rules	P	1 5	A
				LAST ACTION: 02/22/88
11	General Correspondence - Programs SCHED#: 432 RESTRICTIONS: RM Rules	P	8 0	D
				LAST ACTION: 02/28/86
11	Issue papers and reports from Subcommittee and IDC Committee SCHED#: 642 RESTRICTIONS: RM Rules	DF 888	0	D
				LAST ACTION: 02/22/88
11	Issue papers and reports from Subcommittee and IDC Committee SCHED#: 642 RESTRICTIONS: RM Rules	P	1 5	A
				LAST ACTION: 02/22/88
12	Correspondence - IDC Committee & Subcommittee SCHED#: 642 RESTRICTIONS: RM Rules	P	1 3	D
				LAST ACTION: 02/22/88
12	Institutions - Programs SCHED#: 432 RESTRICTIONS: RM Rules	P	8 0	D
				LAST ACTION: 02/28/86
13	Central Office - Programs SCHED#: 432 RESTRICTIONS: RM Rules	P	8 0	D
				LAST ACTION: 02/28/86
13	Raw Data Collected from Surveys Sponsored by IDC SCHED#: 642 RESTRICTIONS: RM Rules	P	1 3	A
				LAST ACTION: 02/22/88

#### Data & Research

2	Homebuilders Data Base SCHED#: 444 RESTRICTIONS: RM Rules	P	10 0	D
				LAST ACTION: 02/28/86

#### Mental Health

26	Licensing (Mental Health Centers) SCHED#: 420 RESTRICTIONS: RM Rules	P	6 0	D
				LAST ACTION: 02/28/86

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
27	Contract/Correspondence SCHED#: 420 RESTRICTIONS: RM Rules	P	6	0	D
					LAST ACTION: 02/28/86
28	Correspondence Files - Director, Bureau of Mental Health SCHED#: 420 RESTRICTIONS: RM Rules	P	5	0	D
					LAST ACTION: 02/28/86
43	Maine-Vermont Research Project: Protection of Human Subjects SCHED#: 559 RESTRICTIONS: RM Rules	P	10	10	A
					LAST ACTION: 10/24/86
44	Maine State Alliance for the Mentally Ill Grant File SCHED#: 570 RESTRICTIONS: RM Rules	P	10	10	D
					LAST ACTION: 01/09/87
45	Crisis Intervention Program Client File SCHED#: 580 RESTRICTIONS: RM Rules	P	10	10	D
					LAST ACTION: 01/09/87

Augusta Mental Health Institute  
Medical Records

29	Workers Compensation Files/Records SCHED#: 431 RESTRICTIONS: WC Bulletins 8 & 9	P	10	0	D
					LAST ACTION: 02/28/86
30	Employee Personnel Files - Active & Inactive SCHED#: 431 RESTRICTIONS: Personnel Law & Rule	P	10	0	D
					LAST ACTION: 02/28/86
31	Superior Court/District Court Title 15 Out-Patient Records SCHED#: 515 RESTRICTIONS: Title 15	P	40	20	D
					LAST ACTION: 08/15/86
38	Terminated Inpatient Medical Records SCHED#: 516 RESTRICTIONS: Title 15	P	15	50	D
					LAST ACTION: 08/15/86
39	Terminated Outpatient Medical Records SCHED#: 516 RESTRICTIONS: Title 15	P	15	0	D
					LAST ACTION: 08/15/86
40	Emergency Treatment of Non-Patients/Clinical Contacts SCHED#: 516 RESTRICTIONS: Title 15	P	15	0	D
					LAST ACTION: 08/15/86
41	Terminated Inpatient Clothing Records SCHED#: 516 RESTRICTIONS: RM Rules	P	7	0	D
					LAST ACTION: 08/15/86
42	Terminated Inpatient Valuables Records SCHED#: 516 RESTRICTIONS: RM Rules	P	7	0	D
					LAST ACTION: 08/15/86
46	Reimbursement Client Files/AMHI SCHED#: 614 RESTRICTIONS: RM Rules	P	5	0	D
					LAST ACTION: 06/19/87
47	Reimbursement Coding Sheets/AMHI SCHED#: 614 RESTRICTIONS: RM Rules	P	5	0	D
					LAST ACTION: 06/19/87

Bangor Mental Health Institute  
Medical Records

1	Invoices - Community Store and Institutional Activity Fund, BMHI SCHED#: 31 RESTRICTIONS: RM Rules	P	8	0	D
					LAST ACTION: 11/20/74
2	Inventory Tapes of Institutional Canteen Fund, BMHI SCHED#: 31 RESTRICTIONS: RM Rules	P	8	0	D
					LAST ACTION: 11/20/74
3	General Journals of Canteen Fund and Activity Fund, BMHI SCHED#: 31 RESTRICTIONS: RM Rules	P	8	0	D
					LAST ACTION: 11/20/74

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
4	General Ledger Cards of Canteen Fund and Activity Fund, BMHI	P	8 0	D
	SCHED#: 31 RESTRICTIONS: RM Rules		LAST ACTION:	11/20/74
5	Federal and State Tax Forms, BMHI	P	8 0	D
	SCHED#: 31 RESTRICTIONS: RM Rules		LAST ACTION:	11/20/74
6	Community Store Employee Forms, BMHI	P	7 0	D
	SCHED#: 31 RESTRICTIONS: RM Rules		LAST ACTION:	11/20/74
7	Duplicate Occupational Therapy Sales Slips	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
8	Monthly Cash Log	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
9	Daily Community Store Cash Sheet	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
10	Pre-Numbered Receipt Books	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
11	Duplicated Deposit Slips and Bank Deposit Receipts	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
12	Pre-Numbered Receipts	P	4 3	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
13	Daily Cash Log	P	4 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
14	Statement of Income	P	3 0	D
	SCHED#: 33 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
15	Personal Fund Cards	P	3 3	D
	SCHED#: 46 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
16	Bankbook Cards	P	3 3	D
	SCHED#: 46 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
17	Stock & Bond Cards	P	3 3	D
	SCHED#: 46 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
18	Duplicate BPI Repair Program	P	8 0	D
	SCHED#: 99 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
19	Consolidated and Equipment Receivings	P	2 0	D
	SCHED#: 100 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
20	Forms 106, 104 - Requests from Resident for Use of Personal Funds	P	8 0	D
	SCHED#: 125 RESTRICTIONS: RM Rules		LAST ACTION:	08/15/75
21	Disbursement Slips - Duplicated Records of Cash Received, Resident	P	8 0	D
	SCHED#: 125 RESTRICTIONS: RM Rules		LAST ACTION:	08/15/75
22	Bank Statements	P	8 0	D
	SCHED#: 125 RESTRICTIONS: RM Rules		LAST ACTION:	08/15/75
23	Check Stubs	P	8 0	D
	SCHED#: 125 RESTRICTIONS: RM Rules		LAST ACTION:	08/15/75
24	Cash Books	P	8 0	D
	SCHED#: 125 RESTRICTIONS: RM Rules		LAST ACTION:	08/15/75
25	Personnel Folders - BMHI	P	5 0	D
	SCHED#: 346 RESTRICTIONS: RM Rules		LAST ACTION:	04/26/85
32	Terminated Outpatient Medical Records	P	999 999	D
	SCHED#: 258 RESTRICTIONS: RM Rules		LAST ACTION:	10/24/86
34	Emergency Treatment of Non-Patient	P	10 15	D
	SCHED#: 258 RESTRICTIONS: RM Rules		LAST ACTION:	10/24/86

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
35	Terminated Inpatient Clothing Records SCHED#: 258 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
36	Terminated Inpatient Valuables Records SCHED#: 258 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 10/24/86
37	Terminated Inpatient Medical Records SCHED#: 258 RESTRICTIONS: RM Rules	P	999 999	D LAST ACTION: 10/24/86
48	Structural and Utility Construction Blue Prints SCHED#: 652 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 12/16/87

#### Mental Retardation

1	Director's Files, Bureau of Mental Retardation SCHED#: 261 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 10/20/78
2	Client Case Files - Bureau of Mental Retardation SCHED#: 390 RESTRICTIONS: RM Rules	P	45 0	D LAST ACTION: 06/20/86
3	Developmental Disabilities Council Grant Files SCHED#: 409 RESTRICTIONS: RM Rules	P	10 10	D LAST ACTION: 05/14/86
5	Bureau of Mental Retardation Correspondence File SCHED#: 471 RESTRICTIONS: RM Rules	P	1 3	D LAST ACTION: 06/20/86
14	Grievance Files - MH & MR SCHED#: 639 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 12/16/87
15	Institutional Personnel Correspondence for MH&MR SCHED#: 639 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/16/87
16	Employees Files MH&MR SCHED#: 639 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 12/16/87

#### Pineland Center Clinical Records

4	Pineland Center (Individual) Case Histories SCHED#: 459 RESTRICTIONS: Title 15	P	70 0	D LAST ACTION: 05/14/86
6	Clinical Records - Pineland Center SCHED#: 530 RESTRICTIONS: Title 15	MF	99 0	D LAST ACTION: 10/24/86
6	Clinical Records - Pineland Center SCHED#: 530 RESTRICTIONS: Title 15	P	5 0	D LAST ACTION: 10/24/86
7	Workers Compensation Files - Pineland Center SCHED#: 619 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 06/19/87
8	Resident's Financial Accounts Files - Pineland Center SCHED#: 660 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 02/22/88
9	Resident Census - Pineland Center SCHED#: 664 RESTRICTIONS: RM Rules	P	10 10	D LAST ACTION: 02/22/88
10	Human Services Survey - Pineland Center SCHED#: 664 RESTRICTIONS: RM Rules	P	5 20	D LAST ACTION: 02/22/88
11	Health Care Finance Administration Surveys SCHED#: 664 RESTRICTIONS: RM Rules	P	5 20	D LAST ACTION: 02/22/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
12	Switchboard & Telephone Surveys for Pineland Center SCHED#: 664 RESTRICTIONS: RM Rules	P	888 0	D LAST ACTION: 02/22/88
13	On-Call Reports SCHED#: 664 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/22/88
14	Incident Review Team SCHED#: 664 RESTRICTIONS: RM Rules	P	7 7	D LAST ACTION: 02/22/88
15	Minutes of Committee Meetings for Pineland Center SCHED#: 664 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/22/88
16	Monthly Reports of Pineland Center SCHED#: 664 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/22/88

#### Elizabeth Levinson Center

17	Client Financial Records (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 06/28/88
18	Client Paid Invoices (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/28/88
19	Human Rights Committee Files (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 06/28/88
20	Board of Visitors File (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 06/28/88
21	Population Reports (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 06/28/88
22	Client Dietary Consultant Files (Levinson Center) SCHED#: 671 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/28/88
23	Client Referral Records (Not Accepted) - Levinson Center SCHED#: 671 RESTRICTIONS: RM Rules	P	1 0	D LAST ACTION: 06/28/88
24	Client Records - Levinson Center SCHED#: 671 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 06/28/88

#### Military & Naval Children's Home

14	Military and Naval Children's Home Case Files (1866-1940) SCHED#: 694 RESTRICTIONS: RM Rules	P	40 40	A LAST ACTION: 09/24/88
15	Military and Naval Children's Home Case Files (1941 to present) SCHED#: 694 RESTRICTIONS: RM Rules	P	40 40	A LAST ACTION: 09/24/88
16	Correspondence (Bath Children's Home) SCHED#: 694 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 09/24/88
17	Board of Visitors (Bath Children's Home) SCHED#: 694 RESTRICTIONS: RM Rules	P	5 5	A LAST ACTION: 09/24/88

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Children with Special Needs</b>				
1	CASSP Communications	P	5 5	D
	SCHED#: 393 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
2	CASSP Contracts	P	5 5	D
	SCHED#: 393 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
3	CASSP Regional Case Coordination Records	P	2 45	D
	SCHED#: 393 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
4	Inactive Client Case Records	P	2 50	D
	SCHED#: 394 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
5	Communications - BCSN	P	2 5	D
	SCHED#: 395 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
6	Contractual/Financial - BCSN	P	2 5	D
	SCHED#: 395 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/85
7	Client Case Files - the Maine Respite Project	P	10 20	D
	SCHED#: 526 RESTRICTIONS: RM Rules		LAST ACTION:	10/24/86
8	Maine Respite Project Grant Application	P	10 20	D
	SCHED#: 526 RESTRICTIONS: RM Rules		LAST ACTION:	10/24/86
9	Maine Respite Project Provider Files	P	10 20	D
	SCHED#: 526 RESTRICTIONS: RM Rules		LAST ACTION:	10/24/86

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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Defense & Veterans Services  
Civil Emergency Preparedness

1 Subject Transitory Correspondence  
SCHED#: 241 RESTRICTIONS: RM Rules

P 1 0 D  
LAST ACTION: 08/19/77

Veterans Services

1 General Law Pension Cases  
SCHED#: 364 RESTRICTIONS: RM Rules

P 444 0 A  
LAST ACTION: 08/16/85



No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
Public Safety				
State Police				
1	Inspection Station Folder & Card File	P	2 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
2	Inspection Data Booklet - Order and Sales Form	P	2 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
3	Motorcycle Inspection Data Booklet	P	2 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
4	School Bus Inspection Data Sheet	P	2 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
5	Master Inspection Ledger	P	2 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
6	Refunded & Unused Stickers	P	1 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
7	Inspection Mechanic Certificate	P	777 0	D
	SCHED#: 2 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
8	Key Punch Data Cards	P	1 1	D
	SCHED#: 3 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
9	Period Activity Reports, MSP Form 13:16R	P	1 1	D
	SCHED#: 3 RESTRICTIONS: RM Rules			LAST ACTION: 04/19/74
10	Arrest Reports	P	3 0	D
	SCHED#: 199 RESTRICTIONS: RM Rules			LAST ACTION: 08/20/76
11	Criminal Case Files (Closed Cases)	P	1 0	D
	SCHED#: 199 RESTRICTIONS: RM Rules			LAST ACTION: 08/20/76
11	Criminal Case Files (Closed Cases)	RF	5 30	D
	SCHED#: 199 RESTRICTIONS: RM Rules			LAST ACTION: 08/20/76
12	Games of Chance, Administrative Services, Dept. of Public Safety	P	2 6	D
	SCHED#: 4 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
13	Beano, Administrative Services, Dept. of Public Safety	P	2 6	D
	SCHED#: 4 RESTRICTIONS: RM Rules			LAST ACTION: 07/16/74
14	Criminal Case History	P	777 0	D
	SCHED#: 10 RESTRICTIONS: RM Rules			LAST ACTION: 08/16/74
15	Form Report of Accident Investigation	P	999 999	D
	SCHED#: 39 RESTRICTIONS: RM Rules			LAST ACTION: 12/20/74
17	Photo Negatives	SP	5 15	D
	SCHED#: 199 RESTRICTIONS: RM Rules			LAST ACTION: 08/20/76
18	Laboratory Case File	P	5 15	D
	SCHED#: 199 RESTRICTIONS: RM Rules			LAST ACTION: 08/20/76
19	Research Reports	P	5 0	A
	SCHED#: 174 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
20	Federal Grant Request	P	3 3	D
	SCHED#: 174 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
21	In-Service and Recruit Training Folders	P	5 0	D
	SCHED#: 174 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
22	Training Curriculum	P	10 15	A
	SCHED#: 174 RESTRICTIONS: RM Rules			LAST ACTION: 04/16/76
23	Chronological Log Books of Radio and Telephone Communications	P	2 0	D
	SCHED#: 234 RESTRICTIONS: RM Rules			LAST ACTION: 04/15/77

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
24	Licensed Private Detective Files 1957-1977 SCHED#: 283 RESTRICTIONS: RM Rules	P	2 10	D LAST ACTION: 12/21/79
25	Official PUC (Non-Current) Intrastate Motor Carrier Dockets SCHED#: 318 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/24/82
26	Official PUC (Non-Current) Interstate Motor Carrier Dockets SCHED#: 318 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 02/24/82
27	Railroad Accident Reports SCHED#: 318 RESTRICTIONS: RM Rules	P	0 0	D LAST ACTION: 02/24/82
28	Official PUC Railroad Docket Book - Volume 13 SCHED#: 318 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 02/24/82
29	Official PUC Motor Carrier Journals SCHED#: 318 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 02/24/82
30	PUC Motor Carrier Insurance Correspondence SCHED#: 318 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/24/82
31	PUC Motor Carrier Telegraphic Authorities SCHED#: 318 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 02/24/82
32	Official Tariffs - Railroads, Motor Carriers SCHED#: 318 RESTRICTIONS: RM Rules	P	0 7	D LAST ACTION: 02/24/82
33	Official Annual Reports-Railroads-Motor Carriers of Property SCHED#: 318 RESTRICTIONS: RM Rules	P	0 7	D LAST ACTION: 02/24/82
34	Official PUC (Non-Current) Motor Carrier Rate Case Files SCHED#: 318 RESTRICTIONS: RM Rules	P	0 7	A LAST ACTION: 02/24/82
35	Powers of Attorney SCHED#: 318 RESTRICTIONS: RM Rules	P	0 7	D LAST ACTION: 02/24/82
36	Official Tariffs - Motor Carriers of Passengers SCHED#: 318 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 02/24/82
37	Official Annual Reports - Motor Carriers of Passengers SCHED#: 318 RESTRICTIONS: RM Rules	P	7 0	D LAST ACTION: 02/24/82
38	Official PUC (Non-Current) Special/Charter Bus Dockets SCHED#: 321 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 02/24/82
39	Official PUC (Non-Current) Common Bus Dockets SCHED#: 321 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 02/24/82
40	Official PUC Court Cases and Briefs (Motor Carriers) SCHED#: 321 RESTRICTIONS: RM Rules	P	0 0	A LAST ACTION: 02/24/82
41	Policing by Objectives SCHED#: 397 RESTRICTIONS: RM Rules	P	10 5	D LAST ACTION: 05/14/86
42	Non-Resident Concealed Firearms Permit Applications SCHED#: 510 RESTRICTIONS: 25 MRSA, Sec. 2006	P	3 0	D LAST ACTION: 08/15/86
43	Private Investigator Folders SCHED#: 533 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 10/24/86
44	Contract Security Company License Applications SCHED#: 536 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 10/24/86
45	Motor Carrier Compliance Report SCHED#: 621 RESTRICTIONS: RM Rules	P	4 0	D LAST ACTION: 06/19/87

No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
46	Seized Property Records	P	10 20	D
	SCHED#: 627 RESTRICTIONS: RM Rules		LAST ACTION:	10/09/87
47	State Police Communications Teletypes	P	999 0	D
	SCHED#: 631 RESTRICTIONS: RM Rules		LAST ACTION:	10/09/87
48	Auto Theft Files	P	20 0	D
	SCHED#: 655 RESTRICTIONS: RM Rules		LAST ACTION:	02/22/88
49	Arson Reports	P	20 0	D
	SCHED#: 655 RESTRICTIONS: RM Rules		LAST ACTION:	02/22/88
50	Personnel Files CID	P	1 0	D
	SCHED#: 655 RESTRICTIONS: RM Rules		LAST ACTION:	02/22/88

#### State Fire Marshal

1	Blue Prints and Specifications	P	1 5	D
	SCHED#: 38 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
2	Fire Inspection Reports	P	5 0	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
3	Fire Investigation Files	P	5 15	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	02/22/88
4	Correspondence - Plans	P	6 0	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
5	Daily Activity Reports	P	3 3	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
6	Licenses	P	3 0	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
7	Subject Correspondence File	P	2 0	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75
8	Permits	P	3 0	D
	SCHED#: 122 RESTRICTIONS: RM Rules		LAST ACTION:	06/25/75

#### Liquor Enforcement

1	Licensed Premises File	P	1 0	D
	SCHED#: 186 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
2	Non-Licensee File	P	1 0	D
	SCHED#: 186 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
3	Inspector Activity Reports	P	1 0	D
	SCHED#: 186 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
4	Records of Disposal (Confiscated Liquor)	P	2 0	D
	SCHED#: 186 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
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Transportation				
Legal				
1	Mileage Reports	P	1 0	D
	SCHED#: 93 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
2	Personnel File	P	2 0	D
	SCHED#: 93 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
3	Progress Reports	P	1 0	D
	SCHED#: 93 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
4	Abstracts of Title	P	3 0	A
	SCHED#: 175 RESTRICTIONS: RM Rules		LAST ACTION:	04/16/76
5	General Correspondence	P	5 15	D
	SCHED#: 181 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76

#### Finance & Administration

1	Weekly Equipment Reports	P	5 0	D
	SCHED#: 103 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
2	Bi-Weekly Equipment Computer Runs for Weekly Equipment Reports	CP	1 0	D
	SCHED#: 103 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
3	Batches, Warrants, Expenditure Runs, and Appropriation Detail Run	CP	2 0	D
	SCHED#: 103 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
4	Court Dockets and Related Journals	P	1 0	D
	SCHED#: 103 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
5	Correspondence	P	2 0	D
	SCHED#: 103 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75

#### Maintenance & Operations

1	Overlimit Permits	P	2 0	D
	SCHED#: 54 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
2	Road Opening Permits	P	6 0	D
	SCHED#: 54 RESTRICTIONS: RM Rules		LAST ACTION:	12/20/74
3	Maintenance and Operations Correspondence	P	3 0	D
	SCHED#: 182 RESTRICTIONS: RM Rules		LAST ACTION:	06/18/76
4	Permits, Utility Location	P	333 0	D
	SCHED#: 90 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
5	Permits Working Papers	P	5 0	D
	SCHED#: 90 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
6	Transitory Correspondence	P	1 0	D
	SCHED#: 90 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
7	Agreements	P	999 0	D
	SCHED#: 90 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75
8	Construction Project with Agreements	P	5 0	D
	SCHED#: 90 RESTRICTIONS: RM Rules		LAST ACTION:	05/16/75

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
9	Contract Construction Projects Without Agreements	P	999	0	D
	SCHED#: 90 RESTRICTIONS: RM Rules				LAST ACTION: 05/16/75
10	Town Aid Programs	P	6	5	A
	SCHED#: 124 RESTRICTIONS: RM Rules				LAST ACTION: 08/15/75
11	Snow Removal Contracts	P	4	0	D
	SCHED#: 124 RESTRICTIONS: RM Rules				LAST ACTION: 08/15/75
12	Municipal Salt/Sand Storage Facility Construction Program	P	2	30	D
	SCHED#: 690 RESTRICTIONS: RM Rules				LAST ACTION: 09/24/88

#### Transportation Services

1	Payrolls and Authorization (Sick Leave)	P	0	50	D
	SCHED#: 326 RESTRICTIONS: RM Rules				LAST ACTION: 12/17/82
2	Contracts (Snow Removal Reimbursement Program)	P	3	4	D
	SCHED#: 326 RESTRICTIONS: RM Rules				LAST ACTION: 12/17/82

#### Project Development

1	Right of Way Appraisals	P	2	10	A
	SCHED#: 80 RESTRICTIONS: RM Rules				LAST ACTION: 02/21/75
2	Construction Project Records	P	777	3	D
	SCHED#: 157 RESTRICTIONS: RM Rules				LAST ACTION: 02/20/76
3	Construction Project Documents	P	999	3	A
	SCHED#: 157 RESTRICTIONS: RM Rules				LAST ACTION: 02/20/76
4	Right of Way Red Files	P	3	0	A
	SCHED#: 187 RESTRICTIONS: RM Rules				LAST ACTION: 06/18/76
5	Project Photos Which Were Not Used As Part of Appraisal	SP	777	0	D
	SCHED#: 190 RESTRICTIONS: RM Rules				LAST ACTION: 06/18/76
6	"As-Built" Plans of Completed Construction Projects	P	100	0	D
	SCHED#: 372 RESTRICTIONS: RM Rules				LAST ACTION: 10/25/85
6	"As-Built" Plans of Completed Construction Projects - Reference Copy	RF	100	0	D
	SCHED#: 372 RESTRICTIONS: RM Rules				LAST ACTION: 10/25/85
6	"As-Built" Plans of Completed Construction Projects - Security Copy	RF	0	100	D
	SCHED#: 372 RESTRICTIONS: RM Rules				LAST ACTION: 10/25/85
7	Survey & Construction Field Books	P	100	0	D
	SCHED#: 389 RESTRICTIONS: RM Rules				LAST ACTION: 10/25/85
8	Deed/Document File	P	50	0	A
	SCHED#: 647 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/87
9	Official Business Directional Signs	P	3	0	D
	SCHED#: 648 RESTRICTIONS: RM Rules				LAST ACTION: 12/16/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Administration</b>				
<b>Public Improvements</b>				
1	Asbestos Response Team Reports	P	5 35	D
	SCHED#: 689 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	
1	State Construction	P	2 777	A
	SCHED#: 45 RESTRICTIONS: RM Rules		LAST ACTION: 04/26/85	
2	Public School Construction	P	777 0	D
	SCHED#: 45 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/87	
2	Statewide Assessment Study	P	5 35	D
	SCHED#: 689 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	
3	Continuing Property Records	P	2 5	A
	SCHED#: 45 RESTRICTIONS: RM Rules		LAST ACTION: 04/26/85	
4	Material Requisitions	P	2 0	D
	SCHED#: 116 RESTRICTIONS: RM Rules		LAST ACTION: 06/25/75	
5	Correspondence and Daily Logs	P	2 0	D
	SCHED#: 116 RESTRICTIONS: RM Rules		LAST ACTION: 06/25/75	
7	Correspondence	P	10 5	D
	SCHED#: 185 RESTRICTIONS: RM Rules		LAST ACTION: 06/18/76	
8	MSEA Grievances and Related Correspondence	P	25 5	D
	SCHED#: 401 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
9	Worker's Compensation Cases and Related Correspondence	P	25 5	D
	SCHED#: 402 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
10	Direct Hire Applications for Employment PER 3 - 8/82	P	2 0	D
	SCHED#: 403 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
11	Contract for Minor Public Improvements (Form BP 54)	P	5 5	D
	SCHED#: 404 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
12	Personnel Files	P	2 0	D
	SCHED#: 405 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
13	Asbestos Related Information	P	25 5	D
	SCHED#: 406 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/85	
16	Parking Tags	P	0 0	D
	SCHED#: 143 RESTRICTIONS: RM Rules		LAST ACTION: 10/20/75	
17	Space Management Data	P	10 0	D
	SCHED#: 674 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	

#### Purchases

1	Tabulation Sheets	P	2 5	D
	SCHED#: 55 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/74	
4	Bids, Requisitions and Purchase Orders	P	2 5	D
	SCHED#: 55 RESTRICTIONS: RM Rules		LAST ACTION: 12/12/74	
6	Requisitions	P	2 5	D
	SCHED#: 55 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/74	
7	Departmental Supplies--Original BP4	P	2 5	D
	SCHED#: 55 RESTRICTIONS: RM Rules		LAST ACTION: 12/20/74	

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
8	Daily Record of Meter Register Reading	P	2 0	D
	SCHED#: 55 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74	
9	Post Office Receipts	P	2 0	D
	SCHED#: 55 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74	
11	Registered, Certified and Insured Books	P	2 0	D
	SCHED#: 55 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74	
12	Postage Due Bills	P	2 0	D
	SCHED#: 55 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/74	
13	Purchase Orders	P	3 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
14	Printing Requisitions	P	1 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
15	Quotations and Bids	P	5 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
16	General Correspondence	P	3 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
17	Billing Form	P	3 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
18	Vendor's Invoice	P	1 0	D
	SCHED#: 67 RESTRICTIONS: RM Rules	LAST ACTION:	01/24/75	
19	Department Meter Postage Card	P	666 0	D
	SCHED#: 112 RESTRICTIONS: RM Rules	LAST ACTION:	06/25/75	
20	Department Supplies Requisitions	P	666 0	D
	SCHED#: 112 RESTRICTIONS: RM Rules	LAST ACTION:	06/25/75	
21	Redistribution record	P	5 0	D
	SCHED#: 192 RESTRICTIONS: RM Rules	LAST ACTION:	08/20/76	
22	State Purchasing Agents Files	P	2 0	A
	SCHED#: 276 RESTRICTIONS: RM Rules	LAST ACTION:	11/08/79	
23	Monthly Reports from Bureau Divisions	P	1 0	D
	SCHED#: 378 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
24	Compliance Form	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
25	Inventory Cards	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
26	Transfer Order Surplus Personal Property	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
27	Over Shortage Report	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
28	Sales Invoice	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
29	Application For Eligibility- S.A.S.P 02	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
30	State Agency Monthly Donations Report Of Surplus Property Form 3040	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
31	Correspondence	P	7 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
32	Distribution Document	P	5 0	D
	SCHED#: 387 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
33	Open Market Purchase Order - Blue Copy	P	666 0	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
34	Requisition Log Book	P	3 7	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	

No.	Series Title	Media	Years in Agcy Rctr	Arch/ Dest
35	Contract Release	P	3 7	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
36	Blanket Contract/Contract, BP-3-3	P	3 7	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
37	Purchasing complaint Report - BP-5-1	P	3 7	D
	SCHED#: 382 RESTRICTIONS: MS Rules	LAST ACTION:	10/25/85	
38	Purchase Order Log Book	P	3 7	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
39	Quote/Bid Log Book	P	3 7	D
	SCHED#: 382 RESTRICTIONS: RM Rules	LAST ACTION:	10/25/85	
40	State of Maine Specifications	P	3 7	D
	SCHED#: 388 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
41	Laboratory Report, BP 75	P	3 7	D
	SCHED#: 388 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
42	Warehouse Requisition, Form CW 1	P	3 7	D
	SCHED#: 399 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
43	Events in Maine	SP	0 0	A
	SCHED#: 653 RESTRICTIONS: RM Rules	LAST ACTION:	12/16/87	
44	Maine Scenic Photographs	SP	0 0	A
	SCHED#: 653 RESTRICTIONS: RM Rules	LAST ACTION:	12/16/87	
45	Hunting and Fishing Scenes	SP	0 0	A
	SCHED#: 653 RESTRICTIONS: RM Rules	LAST ACTION:	12/16/87	
46	Edmund Muskie Governmental Scenes	SP	0 0	A
	SCHED#: 653 RESTRICTIONS: RM Rules	LAST ACTION:	12/16/87	

Office of Information Services

1	Comprehensive State Master Plan Report-Includes Agency Business Plan	P	3 0	D
	SCHED#: 591 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/76	
14	Long Distance Telecommunication Records	CP	1 0	D
	SCHED#: 410 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
14	Long Distance Telecommunication Records	DF	888 0	D
	SCHED#: 410 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
14	Long Distance Telecommunication Records	MT	888 0	D
	SCHED#: 410 RESTRICTIONS: RM Rules	LAST ACTION:	12/20/85	
15	Telephone Billings	CP	2 5	D
	SCHED#: 440 RESTRICTIONS: RM Rules	LAST ACTION:	02/28/86	
16	Hot Files	P	2 0	D
	SCHED#: 441 RESTRICTIONS: RM Rules	LAST ACTION:	02/28/86	
17	Telecommunications Correspondence	P	2 0	D
	SCHED#: 626 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87	
18	Project File- Telecommunications	P	5 3	D
	SCHED#: 626 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87	
19	Personnel File- Telecommunications	P	2 0	D
	SCHED#: 626 RESTRICTIONS: RM Rules	LAST ACTION:	10/09/87	



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Data Processing</b>				
1	CCS Operations Supervisor file	CP	666 0	D
	SCHED#: 467 RESTRICTIONS: RM Rules		LAST ACTION: 05/07/86	
1	CCS Operations Supervisor file	P	666 0	D
	SCHED#: 467 RESTRICTIONS: RM Rules		LAST ACTION: 05/07/86	
2	Bureau of Data Processing Tape Library	MT	888 0	D
	SCHED#: 634 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
<b>Risk Management</b>				
1	Building Appraisal Files	P	444 0	D
	SCHED#: 147 RESTRICTIONS: RM Rules		LAST ACTION: 12/19/75	
2	Insurance Policies and Related Material	P	6 0	D
	SCHED#: 147 RESTRICTIONS: RM Rules		LAST ACTION: 12/19/75	
3	Automobile Accident Reports and Experience Records	P	6 0	D
	SCHED#: 147 RESTRICTIONS: RM Rules		LAST ACTION: 12/19/75	
4	Personnel Records	P	5 0	D
	SCHED#: 147 RESTRICTIONS: RM Rules		LAST ACTION: 12/19/75	
5	Minutes of Board Meetings	P	4 0	A
	SCHED#: 147 RESTRICTIONS: RM Rules		LAST ACTION: 12/19/75	
<b>Group Accident/Sickness/Health Trustees</b>				
1	Blue Cross -Blue Shield Applications/Transmittals	P	2 3	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
2	Blue Cross -Blue Shield Cancellation Letters	P	1 2	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
3	23 Letters	P	2 2	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
4	+19 letters (Conversion)	P	2 2	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
5	Dental Negative Bills	P	3 4	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
6	Blue Cross - Blue Shield/Dental Refunds	P	3 4	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
7	Blue Cross - Blue Shield/Dental Correspondence	P	2 3	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
8	Dental Transmittals	P	2 2	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
9	Dental Applications	P	2 3	D
	SCHED#: 470 RESTRICTIONS: RM Rules		LAST ACTION: 06/20/86	
10	COBRA - Blue Cross - Blue Shield	P	3 3	D
	SCHED#: 635 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/77	
11	COBRA - Dental	P	3 3	D
	SCHED#: 635 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/77	
12	Employee Insurance Computer Printout Summary Sheets	CP	10 0	D
	SCHED#: 692 RESTRICTIONS: RM Rules		LAST ACTION: 09/24/88	

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
13	Employee Insurance Computer Printout Reports SCHED#: 692 RESTRICTIONS: RM Rules	CP	666	0	D LAST ACTION: 09/24/88
State Employee Health					
10	Employee Assistance Program Case Records and Correspondence SCHED#: 429 RESTRICTIONS: RM Rules	P	25	0	D LAST ACTION: 05/14/86
Human Resources					
2	Deceased State Employee Records SCHED#: 32 RESTRICTIONS: RM Rules	P	2	3	D LAST ACTION: 12/20/74
3	Retired State Employee Records, Over 70 SCHED#: 32 RESTRICTIONS: RM Rules	P	2	8	D LAST ACTION: 12/20/74
4	Salary Adjustments SCHED#: 32 RESTRICTIONS: RM Rules	P	4	3	D LAST ACTION: 12/20/74
6	Rejected Applications SCHED#: 259 RESTRICTIONS: RM Rules	P	1	2	D LAST ACTION: 04/21/78
7	General Correspondence SCHED#: 259 RESTRICTIONS: RM Rules	P	2	0	D LAST ACTION: 04/21/78
8	Certification of Eligibles Roster SCHED#: 259 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 04/21/78
9	Expired Applications SCHED#: 259 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 04/21/78
10	Test Answer Sheets SCHED#: 267 RESTRICTIONS: RM Rules	P	666	3	D LAST ACTION: 02/16/79
11	State Employee Appeals Board SCHED#: 289 RESTRICTIONS: RM Rules	P	3	0	D LAST ACTION: 04/18/80
12	Position Action Request(Pers. Form 5) SCHED#: 294 RESTRICTIONS: RM Rules	P	2	1	D LAST ACTION: 04/18/80
13	Employee Personnel Records SCHED#: 439 RESTRICTIONS: RM Rules	MF	40	0	D LAST ACTION: 02/28/86
13	Employee Personnel Records SCHED#: 439 RESTRICTIONS: RM Rules	P	0	40	D LAST ACTION: 02/28/86
14	Applicant Tracking Documentation SCHED#: 461 RESTRICTIONS: RM Rules	CP	888	0	D LAST ACTION: 02/28/86
14	Applicant Tracking Documentation SCHED#: 461 RESTRICTIONS: RM Rules	DF	888	0	D LAST ACTION: 02/28/86
14	Applicant Tracking Documentation SCHED#: 461 RESTRICTIONS: RM Rules	MT	888	0	D LAST ACTION: 02/28/86
15	Records of State Employees Appeals Board SCHED#: 476 RESTRICTIONS: RM Rules	P	0	25	D LAST ACTION: 06/20/86
16	Class Specification Project Studies SCHED#: 602 RESTRICTIONS: RM Rules	P	777	5	D LAST ACTION: 02/27/87
17	Classification File Folders - Abolished Classes SCHED#: 602 RESTRICTIONS: RM Rules	P	5	35	D LAST ACTION: 02/27/87
18	Employment Eligibility Verification SCHED#: 624 RESTRICTIONS: RM Rules	P	1	39	D LAST ACTION: 10/09/87

No.	Series Title	Years in			Arch/ Dest
		Media	Agcy	RCtr	

## Employee Relations

1	State of Maine Employees Worker's Compensation Files	P	3	10	D	
	SCHED#: 661 RESTRICTIONS: RM Rules					LAST ACTION: 02/22/88
2	Law Court Cases	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
3	10-Day Demands	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
4	Contract Administration Cases	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
5	Prohibited Practice Complaint (MLRB Cases)	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
6	MSEA Grievance Files	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
7	AFSCME Grievance Files	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
8	MSTA Grievance Files (Troopers)	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
9	Maine State Confidential Positions (Unit Clarification)	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
12	Employee Relations Correspondence Files	P	2	0	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
13	Union Stewards Files	P	1	0	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
14	Superior Court Cases	P	2	48	D	
	SCHED#: 680 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88
19	Director's Correspondence	P	2	0	D	
	SCHED#: 681 RESTRICTIONS: RM Rules					LAST ACTION: 06/28/88

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
<b>Attorney General</b>				
<b>Administration</b>				
1	Environmental Cases	P	666 10	D
	SCHED#: 34 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	12/20/74
1	Environmental Cases - Maine Yankee	P	1 777	D
	SCHED#: 34 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/25/85
1	Environmental Cases: Cushing v. Cohen	P	1 0	A
	SCHED#: 34 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/25/85
2	Consumer Fraud Case Files	P	777 5	D
	SCHED#: 61 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	01/24/75
3	Closed Civil Cases	P	1 20	D
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/20/75
3	Closed Civil Cases - Indian Land Claims Case	P	1 0	A
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/27/85
4	Closed Post - Conviction Cases	P	2 15	D
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/20/75
5	Departmental Correspondence	P	2 0	A
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/20/75
6	Transitory Correspondence	P	3 0	D
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/20/75
7	Legislative File	P	5 5	A
	SCHED#: 141 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/20/75
8	Criminal Case Files (Non-Homicide)	P	3 7	D
	SCHED#: 214 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/15/76
9	Homicide Files	P	3 25	D
	SCHED#: 215 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/15/76
10	General Correspondence Files	P	2 2	D
	SCHED#: 226 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	02/18/77
11	General Correspondence	P	2 0	D
	SCHED#: 253 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	04/21/78
12	Investigative Case Files	P	1 10	D
	SCHED#: 307 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	06/25/81
13	Attorney Case Files	P	1 10	D
	SCHED#: 307 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	06/25/81
14	Consumer Complaint Petitions	P	1 5	D
	SCHED#: 307 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	06/25/81
15	Extraditions	P	2 3	D
	SCHED#: 349 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	06/21/85
16	Trust Foundation Reports	P	3 0	D
	SCHED#: 381 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/25/85
17	Legal Case Files	P	7 3	D
	SCHED#: 448 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	08/15/86
18	Investigation Division Medicaid Fraud Control Unit Files	P	3 15	D
	SCHED#: 637 RESTRICTIONS: 5 MRSA, Sec. 200-D		LAST ACTION:	10/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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Chief Medical Examiner

1	Medical Examiners Case Record	P	2 50	D
	SCHED#: 203 RESTRICTIONS: 5 MRSA, Sec. 200-D	LAST ACTION: 10/15/76		
2	Medical Examiner Reports	P	2 50	D
	SCHED#: 344 RESTRICTIONS: RM Rules	LAST ACTION: 02/15/85		

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Audit				
1	Municipal Correspondence	P	3 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
2	Audit Reports - Departmental and Municipal	P	3 0	A
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
3	(A) Audit Reports - County	P	3 0	A
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
3	(B) Audit Reports - Superior and District Courts	P	3 0	A
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
4	Audit Reports - Public Administrators	P	5 0	A
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
5	Working Papers - Departmental & Municipal	P	3 2	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
6	Treasury Bank Verification Letters	P	3 2	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
7	(A) Working Papers - County	P	3 2	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
7	(B) Working Papers - Superior & District Courts	P	3 2	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
8	Working Papers - Public Administrators	P	5 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
9	Surety Bonds	P	6 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
10	Annual Report Worksheets	P	3 4	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
11	Departmental Correspondence	P	3 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
12	Municipal Time Sheets	P	4 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
13	Municipal Profit and Loss Statements	P	4 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
14	Bonded Debt - Bond and Coupon Records	P	777 7	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	
15	Liquor Audit by Controller	P	2 0	D
	SCHED#: 1 RESTRICTIONS: RM Rules		LAST ACTION: 10/09/87	

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Treasury				
1	State of Maine Paid Checks	P	666 6	D
	SCHED#: 77 RESTRICTIONS: RM Rules		LAST ACTION:	09/04/80
2	Income Statements	P	666 2	D
	SCHED#: 84 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
3	Deposit Slips	P	666 2	D
	SCHED#: 200 RESTRICTIONS: RM Rules		LAST ACTION:	08/20/76
4	Tax Levies	P	1 0	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
5	Letters of Credit	P	1 0	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
6	Tree Growth Tax - Unorganized Territories	P	1 0	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
7	Bonds and Coupon Reports or Maturities	P	666 2	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
8	Returned Checks	P	1 1	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
9	Stop Payments/Forgeries	P	1 0	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
10	Warrants	P	1 0	D
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
11	Bank Reconciliation	P	2 0	A
	SCHED#: 213 RESTRICTIONS: RM Rules		LAST ACTION:	10/20/78
12	Bank Statements	P	666 2	D
	SCHED#: 264 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
13	Auctioneer Bonds, Contract Bonds and Miscellaneous Bonds	P	2 2	D
	SCHED#: 264 RESTRICTIONS: RM Rules		LAST ACTION:	10/20/78
14	Direct Deposit	P	1 6	D
	SCHED#: 264 RESTRICTIONS: RM Rules		LAST ACTION:	10/20/78
15	Check Films	RF	15 0	A
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
16	Treasury Cash Bond Ledger	P	1 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
17	Matured Security Receipts	P	1 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
18	Debits and Credits	P	1 1	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
19	Correspondence on CD's	P	2 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
20	Journals	P	2 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
21	Wire Transfers and Summary Sheets	P	1 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
22	Trial Balance	P	1 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83
23	Segregated Account Wires - MESC and Related Material	P	1 0	D
	SCHED#: 328 RESTRICTIONS: RM Rules		LAST ACTION:	12/30/83

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
24	Manifests	P	1	0	D
	SCHED#: 328 RESTRICTIONS: RM Rules	LAST ACTION:	12/30/83		
25	Protested Checks	P	1	0	D
	SCHED#: 328 RESTRICTIONS: RM Rules	LAST ACTION:	12/30/83		
26	All Miscellaneous Correspondence	P	1	0	D
	SCHED#: 328 RESTRICTIONS: RM Rules	LAST ACTION:	12/30/83		
26	Petty Cash Reports	P	1	0	D
	SCHED#: 328 RESTRICTIONS: RM Rules	LAST ACTION:	12/30/83		



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Secretary of State</b>				
<b>Motor Vehicle</b>				
1	Driver Records	MF	6 0	D
	SCHED#: 128 RESTRICTIONS: RM Rules			LAST ACTION: 06/28/88
1	Driver Records	P	333 0	D
	SCHED#: 128 RESTRICTIONS: RM Rules			LAST ACTION: 06/28/88
1	Driver Records	RF	10 10	D
	SCHED#: 128 RESTRICTIONS: RM Rules			LAST ACTION: 06/28/88
2	Vehicle Operator Application	P	333 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
2	Vehicle Operator Application	RF	4 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
3	Registration Application	P	333 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
3	Registration Application	RF	4 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
4	Master Schedule Sheet	P	2 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
5	Law Test Disqualification	P	1 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
6	Application for Instruction Permit and Driver Examination	P	2 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
7	Transitory Correspondence	P	2 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
8	Dealer Application & Notice of Sale	P	3 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
9	Dealer Questionnaire	P	888 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
10	Commercial School Listing	P	3 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
11	Inventory Records	P	2 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
12	Cash Register Tapes and Analysis Card	P	5 0	D
	SCHED#: 138 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75
13	Registration Fees & Affidavits	P	333 0	D
	SCHED#: 150 RESTRICTIONS: RM Rules			LAST ACTION: 12/19/75
13	Registration Fees & Affidavits	RF	4 0	D
	SCHED#: 150 RESTRICTIONS: RM Rules			LAST ACTION: 12/19/75
14	Title Information File	P	333 0	D
	SCHED#: 270 RESTRICTIONS: RM Rules			LAST ACTION: 02/16/79
14	Title Information File	RF	10 0	D
	SCHED#: 270 RESTRICTIONS: RM Rules			LAST ACTION: 02/16/79
15	Driver Records Confidential Medical Material	P	666 0	D
	SCHED#: 278 RESTRICTIONS: RM Rules			LAST ACTION: 11/08/79
<b>Public Administration</b>				
1	Federal Campaign Reports	P	1 11	D
	SCHED#: 135 RESTRICTIONS: RM Rules			LAST ACTION: 10/20/75

No.	Series Title	Media	Years in Agcy RCTR	Arch/ Dest
2	Election Reports	P	4 0	D
	SCHED#: 135 RESTRICTIONS: RM Rules		LAST ACTION: 10/20/75	
3	Transitory Correspondence	P	2 0	D
	SCHED#: 135 RESTRICTIONS: RM Rules		LAST ACTION: 10/20/75	
4	Domestic Bus. Charters/Domestic Nonprofit Charters Suspended/Excused	P	2 8	A
	SCHED#: 313 RESTRICTIONS: RM Rules		LAST ACTION: 02/04/85	
5	Domestic Bus. Charters/Domestic Nonprofit Charters Dissolved/C/M	P	1 6	D
	SCHED#: 313 RESTRICTIONS: RM Rules		LAST ACTION: 10/30/81	
6	Foreign Business Charters and Foreign Nonprofit Charters	P	1 6	D
	SCHED#: 313 RESTRICTIONS: RM Rules		LAST ACTION: 10/30/81	
7	Annual Reports and Biennial Reports	P	5 10	D
	SCHED#: 313 RESTRICTIONS: RM Rules		LAST ACTION: 02/13/85	
7	Annual Reports and Biennial Reports - 1972 Only	P	5 10	A
	SCHED#: 313 RESTRICTIONS: RM Rules		LAST ACTION: 02/13/85	
8	Original Bills of Engrossed Laws Passed by Maine Legislature	P	2 0	A
	SCHED#: 340 RESTRICTIONS: RM Rules		LAST ACTION: 02/14/85	
9	Tabulation Books with Official Tabulation of Votes	P	10 0	A
	SCHED#: 341 RESTRICTIONS: RM Rules		LAST ACTION: 02/13/85	
10	Extradition Papers	P	3 5	D
	SCHED#: 668 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	
11	Commissions and Applications, Notaries	P	7 30	D
	SCHED#: 676 RESTRICTIONS: RM Rules		LAST ACTION: 06/28/88	

Maine State Archives  
Administration

1	Request for Approval to Dispose of Records, MSA	P	2 0	A
2				
	SCHED#: 71 RESTRICTIONS: RM Rules		LAST ACTION: 05/14/86	
2	Search Room Registration	P	1 0	D
	SCHED#: 305 RESTRICTIONS: RM Rules		LAST ACTION: 02/20/81	
3	Correspondence	P	2 0	D
	SCHED#: 305 RESTRICTIONS: RM Rules		LAST ACTION: 02/20/81	
4	Searchers Case Files	P	6 0	D
	SCHED#: 305 RESTRICTIONS: RM Rules		LAST ACTION: 02/20/81	
5	Reports, Monthly/Weekly	P	1 0	D
	SCHED#: 305 RESTRICTIONS: RM Rules		LAST ACTION: 02/20/81	
6	Incoming Telephone Calls	P	2 0	D
	SCHED#: 312 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/81	
7	Stack Area Inspection Report	P	2 0	D
	SCHED#: 312 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/81	
8	Daily Mileage Report - State Owned Vehicles	P	2 0	D
	SCHED#: 312 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/81	
9	Vehicle Log	P	1 0	D
	SCHED#: 312 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/81	
10	Register for Elevator Key - Custodial Services	P	1 0	D
	SCHED#: 312 RESTRICTIONS: RM Rules		LAST ACTION: 06/19/81	

No.	Series Title	Years in			Arch/ Dest
		Media	Agcy	RCtr	
11	Correspondence - Requests for Employment SCHED#: 312 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 06/19/81			
12	Photocopier Register SCHED#: 312 RESTRICTIONS: RM Rules	P	1	0	D
		LAST ACTION: 12/30/83			
13	Photoduplication Work Orders SCHED#: 312 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 12/30/83			
14	Maine State Archives Employees Weekly Time & Production Reports SCHED#: 331 RESTRICTIONS: RM Rules	P	1	0	D
		LAST ACTION: 02/24/84			
15	Request for Approval to Establish Record Disposition Schedule SCHED#: 334 RESTRICTIONS: RM Rules	P	777	0	A
		LAST ACTION: 02/28/86			
16	Application for Authorization for Records Center Use Cards SCHED#: 334 RESTRICTIONS: RM Rules	P	5	0	D
		LAST ACTION: 02/28/86			
17	Transmittal of Records and Continuation Sheet SCHED#: 334 RESTRICTIONS: RM Rules	P	5	0	D
		LAST ACTION: 02/28/86			
18	Request for Reference Service SCHED#: 334 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 02/28/86			
19	Records Center Disposition Notification SCHED#: 334 RESTRICTIONS: RM Rules	P	5	0	D
		LAST ACTION: 02/28/86			
20	Request for Certificate of Need and Feasibility SCHED#: 334 RESTRICTIONS: RM Rules	P	5	0	D
		LAST ACTION: 02/28/86			
21	Statistical Summary of Record Holdings and Disposition Activities SCHED#: 335 RESTRICTIONS: RM Rules	P	3	0	D
		LAST ACTION: 12/13/84			
22	Time Record Book SCHED#: 337 RESTRICTIONS: RM Rules	P	4	0	D
		LAST ACTION: 02/15/85			
23	Personnel Folders SCHED#: 337 RESTRICTIONS: RM Rules	P	5	0	D
		LAST ACTION: 02/15/85			
24	Record of Incoming Telephone Calls SCHED#: 337 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 02/15/85			
25	General Correspondence SCHED#: 337 RESTRICTIONS: RM Rules	P	3	0	D
		LAST ACTION: 02/15/85			
26	Authorization for Records Center Use Card, Expired SCHED#: 339 RESTRICTIONS: RM Rules	P	0	0	D
		LAST ACTION: 02/15/85			
27	Security Log SCHED#: 351 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 06/21/85			
28	Administrative Files, Office of State Archivist SCHED#: 352 RESTRICTIONS: RM Rules	P	10	0	A
		LAST ACTION: 06/21/85			
29	Environmental Inspection Report SCHED#: 365 RESTRICTIONS: RM Rules	P	25	0	D
		LAST ACTION: 10/25/85			
30	Correspondence - Director, Archives Services Division SCHED#: 386 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 10/25/85			
31	Designation of Departmental Records Officers SCHED#: 460 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 05/14/86			
32	Employee Vacation - Sick Leave Daily Breakdown MSA 99 SCHED#: 566 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 10/24/86			
33	Employee Time and Attendance Report, MSA 14 SCHED#: 613 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 04/24/87			
34	Request for Leave, MSA 141 SCHED#: 613 RESTRICTIONS: RM Rules	P	2	0	D
		LAST ACTION: 04/24/87			

No.	Series	Title	Media	Years in Agcy	Rctr	Arch/ Dest
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Legislative

1	Standing Committee Report Files		P	3	0	D
	SCHED#: 666	RESTRICTIONS: RM Rules	LAST ACTION:	06/22/88		
1	Standing Committee Report Files		RF	50	0	D
	SCHED#: 666	RESTRICTIONS: RM Rules	LAST ACTION:	06/22/88		
2	Special Committee Report Files		P	3	0	D
	SCHED#: 666	RESTRICTIONS: RM Rules	LAST ACTION:	06/22/88		
2	Special Committee Report Files		RF	50	0	D
	SCHED#: 666	RESTRICTIONS: RM Rules	LAST ACTION:	06/22/88		

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Public Utilities Commission				
1	Annual Reports	P	5 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/87	
2	Official PUC Case Files (Non-Current)	P	3 47	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	09/24/88	
3	Consumer Complaints	P	3 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
3	Topographical Maps and Copies of Utility Plans	P	5 0	D
	SCHED#: 618 RESTRICTIONS: RM Rules	LAST ACTION:	06/19/87	
4	Operating Reports	P	2 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
5	NE Power Pool Interchange Statements	P	5 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
6	Utility Companies Stockholders Reports	P	5 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
7	Cost Studies	P	5 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
8	Cost and Inventory Data	P	5 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
9	Cancelled Tariffs	P	3 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
10	Passamaquoddy Tidal Project Investigation	P	0 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
11	Earnings and Investments Reports	P	5 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
12	Out of State Earnings and Investments	P	5 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
13	Construction Budgets	P	5 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
14	Depreciation Studies	P	1 0	A
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
15	Statistics of Electric Utilities in the U.S.	P	5 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
16	Testimonies and Exhibits	P	0 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
17	Telecommunications Reports	P	2 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
18	Reports to the PUC of Purchases and Equipment	P	3 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	
19	Utility Companies Monthly Reports	P	2 0	D
	SCHED#: 284 RESTRICTIONS: RM Rules	LAST ACTION:	12/21/79	

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
<b>Independent Agencies - Executive Branch Workers Compensation Commission</b>					
1	Personnel Folder	P	3	0	D
	SCHED#: 136 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75		
2	First Report of Accident	P	1	0	D
	SCHED#: 136 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75		
3	Completed Claim	P	1	0	D
	SCHED#: 136 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75		
4	Long Term Claim	P	6	10	D
	SCHED#: 136 RESTRICTIONS: RM Rules	LAST ACTION:	10/20/75		
5	1 AWC Cards (Insurance Coverage)	P	1	2	D
	SCHED#: 356 RESTRICTIONS: RM Rules	LAST ACTION:	06/21/85		
6	Appellate Division - Records on Appeal	P	1	9	D
	SCHED#: 370 RESTRICTIONS: RM Rules	LAST ACTION:	08/16/85		
7	Case Files - Unit of Abuse Investigation	P	3	7	D
	SCHED#: 527 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
8	Correspondence - Unit of Abuse Investigation	P	3	7	D
	SCHED#: 527 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		

**Maine Health Care Finance Commission**

1	Health Care Cost Data	P	7	0	D
	SCHED#: 300 RESTRICTIONS: RM Rules	LAST ACTION:	06/20/80		
1	Legislative Materials - Maine Health Care Finance Commission	DF	15	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
1	Legislative Materials - Maine Health Care Finance Commission	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
2	Personnel Files - Maine Health Care Finance Commission	P	2	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
3	Correspondence, Press Releases, & Speeches - Me. Health Finance Com.	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
4	Minutes of Minutes - Maine Health Finance Commission	P	7	0	A
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
5	Financial Operations - Maine Health Care Finance Commission	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
5	Financial Operations-Maine Health Care Finance Commission	CP	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
5	Financial Operations-Maine Health Care Finance Commission	DF	25	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		
6	Research & Data Management - Maine Health Care Finance Commission	CP	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules	LAST ACTION:	01/09/87		

No.	Series Title	Media	Years in Agcy	RCtr	Arch/ Dest
6	Research & Data Management - Maine Health Care Finance Commission	DF	15	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
6	Research & Data Management - Maine Health Care Finance Commission	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
7	Policy Development & Evaluation - Maine Health Care Finance Comm.	CP	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
7	Policy Development & Evaluation - Maine Health Care Finance Comm.	DF	15	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
7	Policy Development & Evaluation - Maine Health Care Finance Comm.	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87
8	Legal Files - Maine Health Care Finance Commission	P	7	0	D
	SCHED#: 529 RESTRICTIONS: RM Rules				LAST ACTION: 01/09/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
Maine Committee on Aging				
1	Committee on Aging Issues File SCHED#: 511 RESTRICTIONS: RM Rules	P	5 5	D LAST ACTION: 01/09/87
2	Committee on Aging Minutes/Subcommittee Minutes SCHED#: 511 RESTRICTIONS: RM Rules	P	10 0	A LAST ACTION: 01/09/87
3	Committee on Aging Legislative File SCHED#: 511 RESTRICTIONS: RM Rules	P	10 5	D LAST ACTION: 01/09/87
4	Committee on Aging Personnel File SCHED#: 511 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 01/09/87
5	Committee on Aging-Long Term Health Care Ombudsman Program Adm. File SCHED#: 511 RESTRICTIONS: RM Rules	P	5 5	D LAST ACTION: 01/09/87
6	Committee on Aging Correspondence SCHED#: 511 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 01/09/87
7	Committee on Aging-Long Term Care Ombudsman Prog. Case Invest. Files SCHED#: 511 RESTRICTIONS: RM Rules	P	2 8	D LAST ACTION: 01/09/87



No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
<b>Independent Agencies - Executive Branch</b>				
<b>Baxter State Park Authority</b>				
1	Original Baxter State Park S.O.P.'s SCHED#: 688 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 09/24/88
2	Baxter State Park Ongoing Projects SCHED#: 688 RESTRICTIONS: RM Rules	P	777 30	A LAST ACTION: 09/24/88
3	Baxter State Park Legal Controversies SCHED#: 688 RESTRICTIONS: RM Rules	P	777 30	A LAST ACTION: 09/24/88
4	Baxter State Park Maintenance Files SCHED#: 688 RESTRICTIONS: RM Rules	P	20 20	D LAST ACTION: 09/24/88
5	Volunteer Program for Baxter State Park SCHED#: 688 RESTRICTIONS: RM Rules	P	10 10	D LAST ACTION: 09/24/88
6	Baxter State Park - Incident Reports SCHED#: 688 RESTRICTIONS: RM Rules	P	30 0	D LAST ACTION: 09/24/88
7	Baxter State Park Correspondence SCHED#: 688 RESTRICTIONS: RM Rules	P	2 2	D LAST ACTION: 09/24/88
8	Baxter State Park - Baxter Documents SCHED#: 688 RESTRICTIONS: RM Rules	P	0 40	A LAST ACTION: 09/24/88
9	Visitor Statistics (BSP) SCHED#: 688 RESTRICTIONS: RM Rules	P	10 50	A LAST ACTION:
10	Court Records for Baxter State Park SCHED#: 688 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 09/24/88
11	Baxter State Park Reservations SCHED#: 688 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 09/24/88
11	Park Naturalist Files - BSP SCHED#: 699 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 09/24/88
12	Interpretive Visual Aids - BSP SCHED#: 699 RESTRICTIONS: RM Rules	P	10 0	D LAST ACTION: 09/24/88

**Me. Health & Higher Educ. Facilities**

1	Me. Health and Higher Educational Facilities Authority Issue Volume SCHED#: 612 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 04/24/87
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**Human Rights Commission**

1	Case Files SCHED#: 301 RESTRICTIONS: RM Rules	P	4 20	D LAST ACTION: 08/15/80
2	Commission Meeting Minutes SCHED#: 301 RESTRICTIONS: RM Rules	P	3 0	A LAST ACTION: 08/15/80
3	Correspondence SCHED#: 301 RESTRICTIONS: RM Rules	P	3 0	D LAST ACTION: 08/15/80
4	Card File SCHED#: 301 RESTRICTIONS: RM Rules	P	555 0	X LAST ACTION: 08/15/80
5	Litigation Files SCHED#: 609 RESTRICTIONS: RM Rules	P	5 5	A LAST ACTION: 04/24/87
6	Investigators Reports SCHED#: 609 RESTRICTIONS: RM Rules	P	20 0	A LAST ACTION: 04/24/87

No.	Series Title	Media	Years in Agcy RCtr	Arch/ Dest
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Maine Municipal Bond Bank				
1	Maine Municipal Bond Bank Issue Volumes SCHED#: 611 RESTRICTIONS: RM Rules	P	5 0	A LAST ACTION: 04/24/87

#### Maine State Retirement System

3	Payroll Vouchers SCHED#: 197 RESTRICTIONS: RM Rules	P	2 0	D LAST ACTION: 06/19/87
3	Payroll Vouchers SCHED#: 197 RESTRICTIONS: RM Rules	RF	50 0	D LAST ACTION: 06/19/87
4	Inactive State, Teacher and Participating District Folders SCHED#: 198 RESTRICTIONS: RM Rules	P	5 0	D LAST ACTION: 08/20/76
4	Inactive State, Teacher and Participating District Folders SCHED#: 198 RESTRICTIONS: RM Rules	RF	52 0	D LAST ACTION: 08/20/76
5	Inactive Maine Teachers Retirement Association Folders SCHED#: 198 RESTRICTIONS: RM Rules	P	777 0	D LAST ACTION: 08/20/76
5	Inactive Maine Teachers Retirement Association Folders. SCHED#: 198 RESTRICTIONS: RM Rules	RF	666 0	D LAST ACTION: 08/20/76
6	State, Teacher and Participating Local District Files SCHED#: 202 RESTRICTIONS: RM Rules	MF	75 0	D LAST ACTION: 10/09/87
6	State, Teacher and Participating Local District Files SCHED#: 202 RESTRICTIONS: RM Rules	P	333 0	D LAST ACTION: 10/09/87
7	Social Security SCHED#: 293 RESTRICTIONS: RM Rules	P	9 0	D LAST ACTION: 12/15/78

#### Finance Authority of Maine

1	Documents SCHED#: 262 RESTRICTIONS: RM Rules	P	777 0	A LAST ACTION: 12/15/78
2	Insured Projects SCHED#: 262 RESTRICTIONS: RM Rules	P	777 0	A LAST ACTION: 12/15/78
3	Municipal Security Approval Board SCHED#: 262 RESTRICTIONS: RM Rules	P	777 0	A LAST ACTION: 12/15/78
4	Community Industrial Building Fund SCHED#: 262 RESTRICTIONS: RM Rules	P	777 0	A LAST ACTION: 12/15/78
5	Directors file SCHED#: 262 RESTRICTIONS: RM Rules	P	1 0	A LAST ACTION: 12/15/78
6	Minutes of Meetings SCHED#: 262 RESTRICTIONS: RM Rules	P	1 0	A LAST ACTION: 12/15/78



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