

Agency Name and #				
Division #	Division Name		Request *	Retention
Index #	RDA #	RDA Title	(* see Legend on last page)	

<b>285P-UW HOSPITALS &amp; CLINICS</b>				
/513511/	UWHC-RESP THERAPY AND SLEEP DISORDERS			
<b>1</b>	00578000.	PULMONARY LABORATORY FILES	Amendment	EVT+10 DEST

<b>370-NATURAL RESOURCES</b>				
<b>2</b>	00501000.	NATURAL RESOURCES RECREATION COMMUNICATIONS & PUBLIC INFORMATION	Amendment	EVT+2 DEST
<b>3</b>	00502000.	NATURAL RESOURCES ENVIRONMENTAL PUBLIC INFORMATION & EDUCATION - ENVIRONMENTAL COMMUNICATIONS	Amendment	EVT+2 DEST
/046/	WASTE & MATERIAL MANAGEMENT			
<b>4</b>	01161000.	INFECTIOUS / MEDICAL WASTE GENERATOR ANNUAL REPORT CASE FILES	Amendment	EVT+10 DEST
/082/	LEGAL SERVICES			
<b>5</b>	00752000.	CONSERVATION CONGRESS DISTRICT LEADERSHIP COUNCIL, EXECUTIVE COMMITTEE AND ADVISORY COMMITTEE MEETING MINUTES AND AGENDAS AND BACKGROUND MATERIALS	Amendment	EVT+50 SHSW
<b>6</b>	00753000.	SPRING COUNTY HEARINGS	Amendment	EVT+50 SHSW
<b>7</b>	00754000.	PUBLIC INPUT	Amendment	EVT+30 DAYS DEST
<b>8</b>	00755000.	CONSERVATION CONGRESS MEMBERSHIP ROSTERS & MEMBER INFORMATION	Renewal	EVT+50 SHSW
<b>9</b>	00756000.	ANNUAL CONSERVATION CONGRESS CONVENTION BOOK	Amendment	EVT+50 SHSW
<b>10</b>	00757000.	WCC RECOGNITION AWARDS MATERIALS	Amendment	EVT+50 SHSW

<b>395-TRANSPORTATION</b>				
	HIGHWAY STRUCTURES			
<b>11</b>	00190000.	HIGHWAY STRUCTURES INFORMATION SYSTEM (HSIS) MASTER DATA	Amendment	EVT+10 SHSW
<b>12</b>	00190A00.	HIGHWAY STRUCTURE DATA ENTRY FORMS, DOCUMENTS AND FILES	Amendment	EVT+10 SHSW
<b>13</b>	00191000.	STRUCTURE FIELD INSPECTION REPORTS - INSPECTOR NOTES AND SUPPORTING MATERIALS	Amendment	EVT DEST
<b>14</b>	00572000.	BRIDGE AND CULVERT INSPECTION REPORTS - HSIS	Amendment	EVT+10 SHSW
<b>15</b>	00573000.	ANCILLARY STRUCTURE INSPECTIONS	Amendment	EVT+10 DEST
<b>16</b>	00574000.	AS-LET STRUCTURE PLANS - HSIS	Amendment	EVT+10 SHSW
<b>17</b>	00575000.	AS-BUILT STRUCTURE PLANS - HSIS	Amendment	PERM PERM
<b>18</b>	00577000.	STRUCTURE HYDRAULIC DRAINAGE REFERENCE DOCUMENTS	Amendment	EVT+1 SHSW
<b>19</b>	00580000.	STRUCTURES DESIGN PROGRESS FILES	Amendment	EVT+ 7 DAYS DEST
<b>20</b>	00581000.	PRESTRESSED CONCRETE PLANT INSPECTION RECORDS AND REPORTS	Amendment	CR+50 DEST
<b>21</b>	00582000.	BRIDGE FAILURE FILES	Amendment	EVT+10 SHSW

<b>22</b>	00583000.	STRUCTURE INSPECTOR CERTIFICATION FILES - APPROVED	Amendment	EVT+10	DEST
<b>23</b>	00584000.	STRUCTURE INSPECTOR CERTIFICATION FILES - DENIED AND RESCINDED / REVOKED	Amendment	EVT+50	DEST
<b>24</b>	00586000.	FABRICATED BRIDGE COMPONENTS SHOP	Amendment	EVT+6	DEST
<b>25</b>	00587000.	FABRICATION SHOP INSPECTION REPORT - INSPECTOR RECORDS	Amendment	EVT	DEST
<b>26</b>	01051000.	BRIDGE WEIGHT LIMIT POSTINGS, MAXIMUM VEHICLE WEIGHTS DATA AND RELATED LISTS	New	EVT	DEST
<b>27</b>	01052000.	STRUCTURES SHOP DRAWINGS	New	EVT+10	SHSW
<b>28</b>	01053000.	APPROVED FABRICATOR AND APPROVED WALL SYSTEM LISTS	New	EVT+20	DEST
		<i>ROADSIDE MAINTENANCE</i>			
<b>29</b>	00413000.	REMOVAL OF MEMORIALS ON STATE HIGHWAY FILES	Amendment	EVT+1	DEST
<b>30</b>	00414000.	ROAD SALT STORAGE SITES TRANS 277 REGISTRATION AND COMPLIANCE	Amendment	EVT+6	DEST
<b>31</b>	00414A00.	MATERIAL STORAGE SITE MANAGEMENT (MSSM) DATA	Amendment	EVT+5	DEST
<b>32</b>	00414B00.	MATERIAL STORAGE SITE MANAGEMENT (MSSM) SITE HISTORY DATA	Amendment	P	PERM
<b>33</b>	00415000.	SIRS SALT INVENTORY & USAGE DATA	Amendment	CR+10	DEST
<b>34</b>	00416000.	WINTER STORM REPORT DATA	Amendment	EVT+5	DEST
<b>35</b>	00417000.	ANNUAL WINTER MAINTENANCE REPORT	Amendment	CR+25	DEST
<b>36</b>	00418000.	FROZEN ROAD / WEIGHT RESTRICTION PROGRAM RECORDS	Amendment	EVT+5	DEST
<b>37</b>	00419000.	ROAD WEATHER INFORMATION SYSTEM (RWIS) DATA	Amendment	P	PERM
<b>38</b>	01041000.	ROADSIDE & LANDSCAPE MAINTENANCE RECORDS	New	EVT+2	SHSW
<b>39</b>	01042000.	PROJECT DEVELOPMENT ROADSIDE & LANDSCAPE PLANS REVIEW RECORDS	New	EVT+2	SHSW
<b>40</b>	01043000.	MAINTENANCE DECISION SUPPORT SYSTEM (MDSS) DATA	New	EVT+72 HRS	DEST
		<i>COUNTY HIGHWAY MAINTENANCE</i>			
<b>41</b>	00473000.	COUNTIES MAINTENANCE AGREEMENTS	Amendment	EVT+6	DEST
<b>42</b>	00477000.	LEVEL OF SERVICE (LOS) ANNUAL ALLOCATIONS	Amendment	CR+6	DEST
<b>43</b>	00479000.	COUNTY EQUIPMENT STORAGE REIMBURSEMENT REPORTS	Amendment	CR+6	DEST
<b>44</b>	00481000.	COUNTY HIGHWAY MACHINERY FINANCIAL ANNUAL REPORTS	Amendment	EVT+6	DEST
<b>45</b>	00482000.	STATEWIDE ANNUAL MACHINERY COSTS RECORDS AND ANNUAL EQUIPMENT RATE BOOK	Amendment	CR+6	DEST
<b>46</b>	00482A00.	COUNTY HIGHWAY EXPENDITURE MICROCOMPUTER SYSTEM (CHEMS) DATA	Amendment	CR+6	DEST
<b>47</b>	00484000.	MACHINERY EQUIPMENT SURVEY REPORTS SUPPORTING DOCUMENTATION	Amendment	EVT+1	DEST
<b>48</b>	00485000.	MACHINERY MANAGEMENT COMMITTEE RECORDS	Amendment	EVT+6	DEST
<b>49</b>	01061000.	MAINTENANCE PROGRAM MANAGEMENT SYSTEM (MPM) DATA	New	CR+20	DEST
<b>50</b>	01062000.	HIGHWAY MAINTENANCE EQUIPMENT INVENTORY	New	EVT+6	DEST
<i>/222/</i>		<i>DMV - CITATION &amp; WITHDRAWALS</i>			
<b>51</b>	00101000.	SAFETY RESPONSIBILITY (SR) CASE FILE	Amendment	EVT+3	DEST
<b>52</b>	00830000.	AFFIDAVITS OF MAILING NOTICE OF SUSPENSION FOR NON-COMPLIANCE OF SAFETY RESPONSIBILITY	Amendment	EVT+180 DAYS	DEST
<b>53</b>	00831000.	TRAFFIC SAFETY SCHOOL COURSE COMPLETIONS	Amendment	EVT+5	DEST

<b>54</b>	00832000.	ADMINISTRATIVE SUSPENSION POLICE REPORTS, REQUIRED BY TRANS 113	Amendment	EVT+10	DEST
<b>55</b>	00833000.	ADMINISTRATIVE SUSPENSION POLICE REPORTS, NOT REQUIRED BY TRANS 113	Amendment	EVT	DEST
<b>56</b>	00834000.	SELF-INSURANCE CERTIFICATION RECORDS	Amendment	EVT+5	DEST
<b>57</b>	00835000.	SELF-INSURANCE CERTIFICATION FINANCIAL RECORDS	Amendment	EVT	DEST

<b>435-HEALTH SERVICES</b>					
<i>/104/</i>	<i>DPH - COMMUNITY HEALTH PROMOTION</i>				
<b>58</b>	00164000.	FAMILY PLANNING PROGRAM	Renewal	CR+5	SHSW
<b>59</b>	00166000.	CONGENITAL DISORDERS PROGRAM	Renewal	FIS+6	DEST
<i>/520/</i>	<i>DCTS - PREVENTION TREATMENT AND RECOVERY</i>				
<b>60</b>	01128000.	YOUTH CRISIS STABILIZATION FACILITIES (YCSF)	New	EVT+5	DEST
<i>/707/</i>	<i>DMS -CHILDRENS SERVICES</i>				
<b>61</b>	01127000.	CHILDREN'S LONG-TERM SUPPORT AND / OR MEDICAID WAIVER PROVIDERS	New	EVT+7	DEST

<b>505-ADMINISTRATION</b>					
<i>/711/</i>	<i>HOUSING AND COMMUNITY RESOURCES</i>				
<b>62</b>	00214000.	HUD EMERGENCY SOLUTIONS GRANT PROGRAM-GRANT CASE FILES	Amendment	EVT+10	DEST

<b>505C-TAX APPEALS COMM</b>					
<i>/401/</i>	<i>TAX APPEALS COMM</i>				
<b>63</b>	00001000.	TAX APPEALS CASES DECISIONS AND RULINGS	Renewal	EVT+10	SHSW
<b>64</b>	00002000.	TAX APPEALS CASES DISMISSAL FILES	Renewal	EVT+3	DEST
<b>65</b>	00005000.	DOCKET PAGES	Renewal	EVT+3	DEST
<b>66</b>	00006000.	NEW PETITIONS LIST: DISPOSITION LIST	Renewal	EVT+1	DEST
<b>67</b>	00007000.	STATISTICS	Renewal	FIS+5	DEST
<b>68</b>	00008000.	LIST OF PETITIONS	Renewal	PERM	PERM

<b>566-REVENUE</b>					
<i>/1320/</i>	<i>AUDIT - EXCISE TAX</i>				
<b>69</b>	00447000.	NATIVE AMERICAN REFUND CLAIMS FOR CIGARETTE AND TOBACCO PRODUCTS	Amendment	EVT+6	DEST

<b>680-SUPREME COURT</b>					
<i>/004/</i>	<i>BOARD OF BAR EXAMINERS</i>				
<b>70</b>	00024000.	BOARD MEETING MATERIALS	Active	PERM	PERM

<b>COUNTIES AND OTHER LOCAL UNITS OF GOVERNMENT</b>			
Wisconsin Stat. § 16.61(3)(e) allows, but does not require, the Board to establish a minimum retention period for any record of a local unit of government. To do so, the document submitted by the local government for Board review must be sufficiently clear for the Board to understand the nature of the document and the requested retention period. However, any Board approval is limited to the retention period and does not cover any other aspect of the documents submitted, such as any accompanying local ordinance.			
<b>GREEN BAY, CITY OF</b>			
/005231/	<i>GREEN BAY METROPOLITAN POLICE DEPARTMENT</i>		
<b>71</b>	00123000	FIRE TRUCK / FIRST RESPONDERS VEHICLE VIDEO RECORDINGS	Amendment
<b>72</b>	02001000	LAW ENFORCEMENT VIDEO RECORDINGS	New
			CR+120 DAYS
			DEST

**Request and Disposition Legend**

New: Submission has not been reviewed before  
 Amendment: Submission has changes from previous version  
 Renewal: Submission has no changes from previous version  
 Extension: Sunset date extension request

DEST: Destroy or Destroy Confidential  
 SHSW: Transfer to Wisconsin Historical Society  
 UW-TRANS: Transfer to UW Archives  
 TRANS OTHER: Transfer as noted on submission  
 PERM: Retain Permanently