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Division #	Division Name		Request *	Retention	Disposition *
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115-AGRICULTURE, TRADE & CONSUMER PROTECTION					
/141/	TCP CONSUMER PROTECTION				
1	02003000.	CONSUMER PROTECTION HOTLINE RECORDINGS	Amended	EVT+3 MO	DEST
		Withdrawn by agency.			

145-COMMISSIONER OF INSURANCE					
/210/	STATE LIFE INSURANCE FUND				
2	00034000.	INDIVIDUAL POLICY DOCUMENTS	Amended	EVT+25	DEST
3	00088000.	BOND TRANSACTIONS	Amended	FIS+6	DEST
		Disposition corrected.			
4	00096000.	STATUTORY FINANCIAL STATEMENT & ANNUAL COMPREHENSIVE FINANCIAL REPORT WORK PAPERS	Amended	FIS+6	DEST
		Disposition corrected and event changed.			

245-WISCONSIN HISTORICAL SOCIETY					
5	00042000.	EXHIBIT LOAN FILES	Amended	PERM	PERM
6	00059000.	ARCHEOLOGICAL SITE FILES	Amended	PERM	PERM
7	00092000.	AREA RESEARCH CENTER TRANSFER PROGRAM	Amended	EVT+10	DEST
8	00185000.	CERTIFIED ARCHEOLOGIST LIST AND CURRICULUMS	Amended	CR+1	DEST
9	00186000.	BURIAL OFFICE RECORDS	Amended	PERM	PERM

285A-UW MADISON					
10	A0002002.	VETERINARY MEDICINE CLINICAL RESIDENCY / INTERN RECORDS - ACCEPTED AND ENROLLED	New	EVT+10	DEST
11	A0002003.	VETERINARY MEDICINE CLINICAL RESIDENCY / INTERN RECORDS - NOT ACCEPTED AND ENROLLED	New	EVT+4	DEST
12	A0002006.	SPACE SCIENCE AND ENGINEERING CENTER WEATHER SATELLITE DATA QUALITY AND ANOMALY REPORTS AND LOGS	New	CR+100	DEST
/070730/	CALS - BIOCHEMISTRY				
13	01115000.	RAINES RESEARCH RECORDS AND LAB NOTEBOOKS	Amended	EVT+25	DEST

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/077050/	CALS - GREAT LAKES BIOENERGY RESEARCH CENTER				
14	01650000.	GREAT LAKES BIOENERGY RESEARCH CENTER - RESEARCH RECORDS AND LAB NOTEBOOKS	Amended	EVT+7	DEST
/193501/	COLLEGE OF ENGINEERING-NUCLEAR REACTOR				
15	A0001987.	REACTOR SAFETY COMMITTEE RECORDS	Amended	EVT+10	UW-TRANS
16	A0001989.	NUCLEAR REACTOR ANNUAL OPERATING REPORTS	Amended	EVT+10	UW-TRANS
17	A0001991.	NUCLEAR REACTOR OPERATIONS LOGS	Amended	EVT+10	DEST
18	A0001992.	NUCLEAR REACTOR STRIP CHARTS / ENVIRONMENTAL AND EFFLUENT MEASUREMENTS	Amended	EVT+10	DEST
19	A0001993.	NUCLEAR REACTOR RADIATION SURVEY INSTRUMENT CALIBRATIONS	Amended	EVT+10	DEST
20	A0001994.	NUCLEAR REACTOR AUTHORIZATION OF EXPERIMENTS / RECORDS OF EXPERIMENTS	Amended	EVT+10	DEST
21	A0001995.	NUCLEAR MATERIAL TRANSFER AND WASTE DISPOSAL RECORDS	Amended	EVT+10	DEST
/349100/	VCRGE - SPACE SCIENCE & ENGINEERING CENTER				
22	A0002005.	SPACE SCIENCE AND ENGINEERING CENTER WEATHER SATELLITE DATA	New	CR+100	UW-TRANS
/538400/	SMPH - UW POPULATION HEALTH INSTITUTE				
23	A0002004.	PROGRAM EVALUATION PROJECT RECORDS	New	EVT+15	DEST
/539730/	SMPH - SURGERY - DENTAL & PLASTIC SURGERY				
24	01664000.	DENTAL & PLASTIC SURGERY - CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST
/539742/	SMPH - SURGERY - TRANSPLANT RESEARCH & DEV				
25	01652000.	TRANSPLANT RESEARCH - CLINICAL STUDIES, TRIALS, AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST
/539750/	SMPH - SURGERY - VASCULAR SURGERY				
26	01665000.	DENTAL & PLASTIC SURGERY - CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST
/539770/	SMPH - SURGERY - OTOLARYNGOLOGY				
27	01663000.	OTOLARYNGOLOGY - CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST
/539782/	SMPH - SURGERY - CARDIOTHORACIC SURGERY				
28	01662000.	CARDIOTHORACIC - CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST

285W-UW SYSTEM ADMINISTRATION					
29	UWIT0001.	IT DEVELOPMENT, REDESIGN AND MODIFICATION RECORDS	Amended	EVT+5	UW-TRANS
		Confidential citation changed.			
30	UWIT0002.	IT DEVELOPMENT, REDESIGN AND MODIFICATION RECORDS - WORKING DOCUMENTS	Amended	EVT+5	DEST

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31	UWIT0003.	PROGRAM SOURCE CODE	Amended	EVT+3	DEST
32	UWIT0004.	SOFTWARE DOCUMENTATION AND MAINTENANCE	Amended	EVT+3	DEST
33	UWIT0005.	ROUTINE IT ADMINISTRATIVE AUDIT LOGS	Amended	EVT+4	DEST
		Event and description changed.			
34	UWIT0006.	IT DATA MIGRATION RECORDS	Amended	EVT+3	DEST
35	UWIT0007.	VOICEMAIL SYSTEM CALL DETAIL	Amended	EVT+4	DEST
		Description changed.			
36	UWIT0008.	IT TELECOM AND MAINTENANCE RECORDS	Amended	EVT+1	DEST
37	UWIT0009.	IT NETWORK SUPPORT AND SERVICE RECORDS	Amended	EVT+1	DEST
38	UWIT0010.	IT NETWORK ARCHITECTURE RECORDS	Amended	EVT+3	DEST
39	UWIT0011.	IT NETWORK INSTALLATION AND MAINTENANCE RECORDS	Amended	EVT+1	DEST
40	UWIT0012.	IT DATA DOCUMENTATION RECORDS	Amended	EVT+3	DEST
41	UWIT0013.	COMPUTER SECURITY INCIDENT & INVESTIGATION RECORDS	Amended	EVT+5	DEST
42	UWIT0014.	USER ACCESS REQUESTS AND AUTHORIZATIONS	Amended	EVT+4	DEST
43	UWIT0015.	COMPUTER & INFORMATION SYSTEM LOGS	Amended	CR+30 DAYS	DEST
44	W0000314.	LIBRARY INTERLENDING REQUEST RECORDS	Amended	EVT+6 MO	DEST
45	W0000338.	SELECT AGENT PROGRAM RECORDS	New	CR+4	DEST
46	W0000339.	SELECT AGENT AND TOXIN INVENTORY AND INACTIVATION RECORDS	New	EVT+4	DEST
47	W0000340.	SELECT AGENT TRAINING AND SUITABILITY RECORDS	New	EVT+4	DEST

395-TRANSPORTATION					
48	00224000.	UTILITY COORDINATION FILES	Amended	EVT+6	DEST
		Confidential citation changed.			
49	00224B00.	COMPLIANCE REVIEW REPORTS	Amended	EVT+6	DEST
50	00226000.	TRANSPORTATION UTILITY MANAGEMENT SYSTEM (TUMS) UTILITY COMPANY INVENTORY DATA	Amended	EVT+0	DEST
51	00226A00.	TRANSPORTATION UTILITY MANAGEMENT SYSTEM (TUMS) UTILITY COORDINATION PROJECT TRACKING DATA	Amended	EVT+6	DEST
52	01250000.	UTILITY EXHIBITS	New	PERM	PERM

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435-HEALTH SERVICES					
/406/	DMS - DISABILITY DETERMINATION				
53	01107000.	DISABILITY ELIGIBILITY DETERMINATION EXPENDITURE RECORDS	Amended	EVT+7	DEST
		Confidential citation changed.			
/901/	DPH - HEALTH INFORMATICS - VITAL RECORDS				
54	00712000.	IMPOUND / ADOPTION RECORDS	Amended	PERM	PERM
55	00800000.	VITAL RECORDS SERVICES REQUESTS	Amended	EVT+2	DEST
56	01072000.	BIRTH RECORDS	Amended	PERM	PERM
		Description changed.			
57	01073000.	DEATH RECORDS	Amended	PERM	PERM
		Description changed.			
58	01074000.	MARRIAGE RECORDS	Amended	PERM	PERM
		Description changed.			
59	01075000.	DIVORCE RECORDS	Amended	PERM	PERM
		Description changed.			
60	01076000.	VITAL RECORD AMENDMENTS	Amended	PERM	PERM
61	01079000.	DELAYED REGISTRATIONS OF BIRTH, DEATH, AND MARRIAGE	Amended	PERM	PERM
62	01109000.	DOMESTIC PARTNERSHIP RECORDS	Amended	PERM	PERM

437-CHILDREN & FAMILIES					
/200/	ADMINISTRATOR'S OFFICE: EARLY CARE AND EDUCATION, DIVISION OF				
63	00682A00.	LICENSING / CERTIFICATION FILES - DENIED / REVOKED PROVIDERS	Amended	EVT+10	DEST

455-JUSTICE					
64	00012000.	CASE FILES	Renewal	EVT+11	DEST
/211/	CRIMINAL INVESTIGATION				
65	00037000.	INVESTIGATIVE FILES	Amended	EVT+50	SHSW
66	00037A00.	INTERNET CRIMES AGAINST CHILDREN (ICAC) INVESTIGATIVE FILES	Amended	EVT+50	DEST

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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.

MUNICIPALITIES					
/013251/	MADISON, CITY OF				
67	GS000050.	PRODUCTION VIDEO	Amended	EVT+6 MO	DEST
68	GS000076.	VOLUNTEER TIME AND ACTIVITY	New	EVT+7	DEST
/34/	INFORMATION TECHNOLOGY				
69	IT000030.	SOCIAL MEDIA ACCOUNTS & CONTENT	Amended	EVT+3	DEST
70	IT000031.	PUBLIC COMMENTS OR CONTENT - DELETED	Amended	FIS+3	DEST
/53/	ENGINEERING				
71	EN000002.	STREET & SPECIAL PROJECTS - ADMIN	Amended	EVT+10	DEST
72	EN000003.	STREET & SPECIAL PROJECTS - SPECS	Amended	PERM	PERM
/041251/	MILWAUKEE				
/131/	COMMON COUNCIL - CITY CLERK				
73	25-0004	ADMINISTRATIVE REVIEW BOARD OF APPEALS - REJECTED CASES	New	EVT+3	DEST
		Description changed.			
/132/	COMMON COUNCIL - CITY CLERK				
74	16-0054	MUNICIPAL IDENTIFICATION APPLICATION & AFFIDAVIT	Amended	EVT+3	DEST
75	25-0005	MUNICIPAL ID APPEALS FILES	New	EVT+3 MO	DEST
		Description changed.			
/287/	EMPLOYEE RETIREMENT SYSTEMS				
76	99-0119	INVESTMENT MANAGER INFORMATION	Amended	EVT+7	DEST
/300/	MILWAUKEE POLICE DEPARTMENT				
77	60-0186	SPECIAL EVENTS FILES - PLANNING AND LOGISTICS RECORDS	Amended	EVT+3	DEST
		Description changed.			

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/360/	DEPARTMENT OF NEIGHBORHOOD SERVICES				
78	25-0003	BUILDING CODE VARIANCES AND SUPPORTING RECORDS	New	EVT+1	TRANS OTHER
79	73-0263	STANDARDS AND APPEALS CASES - NON-VARIANCE DECISIONS	Amended	EVT+5	DEST
/386/	MILWAUKEE HEALTH DEPARTMENT				
80	25-0001	COVID-19 HOTLINE TRACKING	New	EVT+1	DEST
		Description changed.			
/501/	DEPARTMENT OF PUBLIC WORKS				
81	25-0002	DRUG AND ALCOHOL TESTS - POSITIVE RESULTS	New	EVT+15	DEST
/900/	CITYWIDE GLOBAL SCHEDULES				
82	14-0014	941 / 941X EMPLOYERS QUARTERLY FEDERAL TAX RETURN AND CORRECTIONS	Amended	FIS+4	DEST
83	77-0199	AUTO ALLOWANCE FILE	Amended	FIS+3	DEST
84	82-0055	PAYROLL SUMMARIES, RECONCILIATIONS, & DISTRIBUTIONS	Amended	CR+5	DEST
85	84-0002	PAYROLL ACTIONS AND ADJUSTMENTS	Amended	EVT+5	DEST
86	91-0043	DEDUCTIONS REGISTERS	Amended	EVT+5	DEST
/292.16/	NORTHWOOD TECHNICAL COLLEGE				
/200/	ACADEMIC AFFAIRS				
87	AA000100.	TECHNICAL SKILLS ATTAINMENT (TSA) DOCUMENTS	Amended	EVT+20	DEST
88	AA000200.	SCHEDULING DOCUMENTS	Amended	CR+20	DEST
89	AA000300.	TRANSFER ARTICULATION AGREEMENTS	Amended	EVT+20	DEST
90	AA000600.	FACULTY-GENERATED STUDENT RECORDS - EVALUATIONS	Amended	EVT+5	DEST
		Confidential citation changed.			
91	AA000700.	ACADEMIC EVALUATIONS	Amended	EVT+5	DEST
		Event changed.			
92	AA000800.	STUDENT TRAINING AGREEMENTS WITH OUTSIDE AGENCIES	Amended	EVT+10	DEST
		Description changed.			
93	AA001000.	PROGRAM ASSESSMENT, COURSE LEVEL ASSESSMENT, COLLEGEWIDE OUTCOMES (EMPLOYABILITY ESSENTIALS)	Amended	EVT+20	DEST
94	AA001100.	FACULTY-GENERATED STUDENT RECORDS - COURSEWORK AND ATTENDANCE	Amended	EVT+1	DEST
		Confidential citation changed.			

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95	AA001200.	TUTORING	New	EVT+5	DEST
		Confidential citation changed.			
96	AA001300.	EMS, FIRE, AND CRIMINAL JUSTICE DOCUMENTS	New	EVT+5	DEST
		Confidential citation changed.			
97	AA001400.	HEALTH SCIENCES DOCUMENTS	New	EVT+20	DEST
		Confidential citation changed.			
98	CUR00020.	CHALLENGE EXAMS (MASTER EXAM AND FORMS), PORTFOLIO, SKILLS-BASED ASSESSMENT	Amended	EVT+1 MO	DEST
		Retention changed.			
99	CUR00030.	PROGRAM DEVELOPMENT DOCUMENTS	Amended	EVT+20	DEST
		Event changed.			
100	CUR00040.	CURRICULUM DEVELOPMENT	Amended	EVT+10	DEST
101	CUR00050.	CURRICULUM DOCUMENTATION	Amended	EVT+20	DEST
/300/	<i>COLLEGEWIDE</i>				
102	COL00010.	COLLEGE HISTORICAL DOCUMENTATION	Amended	EVT+75	DEST
		Retention, event, and description changed.			

Request and Disposition Legend

New: Submission has not been reviewed before

Amended: 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