

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

<b>144-FINANCIAL INSTITUTIONS</b>			
/2200/	BANKING & SAVINGS INST		
<b>1</b>	00019000.	LIST OF STOCKHOLDERS AND REPORTS OF TRANSFERS OF BANK STOCK	Amended EVT+5 DEST
/7100/	SECRETARY'S OFFICE		
<b>2</b>	00152000.	COMPLAINTS AND INVESTIGATIONS - NOTARY COMMISSION	Amended EVT+10 DEST

<b>145-COMMISSIONER OF INSURANCE</b>			
/310/	MARKET REGULATION		
<b>3</b>	00048000.	MARKET CONDUCT WORKPAPERS	Amended EVT+10 DEST
		<b>Title and description changed.</b>	
<b>4</b>	00051000.	FILED & ACCEPTED INSURER FORM FILINGS - P&C, ACCIDENT & HEALTH	Amended EVT+50 DEST
<b>5</b>	00152000.	ADOPTED MARKET CONDUCT EXAM REPORTS	New PERM PERM
		<b>Title and description changed.</b>	
<b>6</b>	00153000.	FILED & ACCEPTED INSURER FORM FILINGS - LIFE	New EVT+100 SHSW

<b>245-WISCONSIN HISTORICAL SOCIETY</b>			
<b>7</b>	00001000.	COMPLIANCE CASE FILES	Amended EVT+4 DEST
<b>8</b>	00001A00.	HABS AND HAER REPORTS	Amended EVT+4 DEST
		<b>Event and description changed.</b>	
<b>9</b>	00051000.	REHABILITATION TAX CREDIT APPLICATION FILES	Amended EVT+5 DEST
<b>10</b>	00053000.	ARCHEOLOGICAL SITES INVENTORY FORMS	Amended CR+4 DEST
<b>11</b>	00057000.	ARCHEOLOGICAL REGULATION AND TAX EXEMPT CASE FILES	Amended PERM PERM
<b>12</b>	00157000.	HISTORIC BUILDING SITES FILES	Amended PERM PERM
<b>13</b>	00158000.	HISTORIC BUILDING COVENANTS	Amended PERM PERM
<b>14</b>	00159000.	HOMEOWNERS TAX CREDIT APPLICATION FILES	Amended EVT+5 DEST

<b>285A-UW MADISON</b>			
<b>15</b>	A0001997.	WISCONSIN VETERINARY DIAGNOSTIC LABORATORY CLIENT CASE RECORDS	New EVT+10 DEST
<b>16</b>	A0001998.	WISCONSIN VETERINARY DIAGNOSTIC LABORATORY QUALITY ASSURANCE / CONTROL RECORDS	New EVT+10 DEST
<b>17</b>	A0001999.	WISCONSIN VETERINARY DIAGNOSTIC LABORATORY AUDIT AND REVIEW RECORDS	New EVT+10 DEST
/193501/	COLLEGE OF ENGINEERING-NUCLEAR REACTOR		
<b>18</b>	A0001984.	NUCLEAR REACTOR FACILITY LICENSE AND RENEWALS	New EVT+10 DEST
<b>19</b>	A0001985.	NUCLEAR FACILITY OPERATOR LICENSING RECORDS	New EVT+6 DEST
<b>20</b>	A0001986.	NUCLEAR REACTOR FEDERAL AGENCY CORRESPONDENCE	New EVT+10 DEST

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<b>21</b>	A0001987.	REACTOR SAFETY COMMITTEE RECORDS	New	EVT+30	DEST
<b>22</b>	A0001988.	UNIVERSITY OF WISCONSIN NUCLEAR REACTOR POLICIES, PROCEDURES, AND MANUALS	New	EVT+30	DEST
<b>23</b>	A0001989.	NUCLEAR REACTOR ANNUAL OPERATING REPORTS	New	EVT+30	DEST
<b>24</b>	A0001990.	NUCLEAR FACILITY DESIGN AND CONSTRUCTION RECORDS	New	EVT+10	DEST
<b>25</b>	A0001991.	NUCLEAR REACTOR OPERATIONS LOGS	New	EVT+30	DEST
<b>26</b>	A0001992.	NUCLEAR REACTOR STRIP CHARTS / ENVIRONMENTAL AND EFFLUENT MEASUREMENTS	New	EVT+30	DEST
<b>27</b>	A0001993.	NUCLEAR REACTOR RADIATION SURVEY INSTRUMENT CALIBRATIONS	New	EVT+30	DEST
<b>28</b>	A0001994.	NUCLEAR REACTOR AUTHORIZATION OF EXPERIMENTS / RECORDS OF EXPERIMENTS	New	EVT+30	DEST
<b>29</b>	A0001995.	NUCLEAR MATERIAL TRANSFER AND WASTE DISPOSAL RECORDS	New	EVT+30	DEST
<i>/872100/</i>	<i>SCH VET MED - MEDICAL SCIENCES</i>				
<b>30</b>	87001667.	RESIDENCY AND INTERN APPLICATION RECORDS - ACCEPTED AND ENROLLED	Extension	EVT+10	DEST
<b>31</b>	87001668.	CLINICAL RESIDENCY AND INTERN APPLICATION RECORDS - NOT ACCEPTED AND NOT ENROLLED	Extension	EVT+4	DEST
<b>370-NATURAL RESOURCES</b>					
<i>/049/</i>	<i>COMMUNITY FINANCIAL ASSISTANCE - GRANTS</i>				
<b>32</b>	00411000.	COMMUNITY ASSISTANCE SUMMARY HISTORY DATA	Amended	PERM	PERM
		<b>Description changed.</b>			
<b>33</b>	00418000.	ACQUISITION PROJECT GRANT HISTORICAL CASE FILES	Amended	PERM	PERM
<b>34</b>	00421000.	NONPOINT SOURCE HISTORICAL GRANT CASE FILES	Amended	EVT+15	DEST
<b>435-HEALTH SERVICES</b>					
<i>/102/</i>	<i>DPH - ENVIRONMENTAL &amp; OCCUPATIONAL HEALTH</i>				
<b>35</b>	00235000.	RADIOLOGICAL EMERGENCY PREPAREDNESS AND RESPONSE	Amended	CR+8	SHSW
<b>36</b>	00236000.	RADIOLOGICAL ENVIRONMENTAL MONITORING	Amended	CR+5	DEST
<b>37</b>	01143000.	ENVIRONMENTAL AND OCCUPATIONAL HEALTH INVESTIGATIONS	New	EVT+10	DEST
<i>/104/</i>	<i>DPH - COMMUNITY HEALTH PROMOTION</i>				
<b>38</b>	01144000.	VOLUNTEER HEALTH CARE PROGRAM (VHCP)	New	EVT+25	DEST
<i>/405/</i>	<i>DMS - FISCAL ACCOUNTABILITY &amp; MANAGEMENT</i>				
<b>39</b>	01145000.	MEDICAID RATE DEVELOPMENT FILES	New	EVT+5	DEST
<i>/645/</i>	<i>DQA - HEALTH SERVICES</i>				
<b>40</b>	01146000.	CH. 343 IMPLIED CONSENT PERMIT PROGRAM	New	EVT+10	DEST

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<b>437-CHILDREN &amp; FAMILIES</b>					
/500/	ADMINISTRATOR'S OFFICE: MANAGEMENT SERVICES, DIVISION OF				
41	00309000.	RETURNED MAIL - TAX INTERCEPT PROGRAM	Amended	EVT+0	DEST

<b>445-WORKFORCE DEVELOPMENT</b>					
/620/	UNEMPLOYMENT INSURANCE				
42	00001000.	CANCELLED CONTRIBUTION TAX REFUND CHECKS	Amended	EVT+4	DEST
43	00002000.	CANCELLED BENEFIT - SPECIAL CHECKS - PAPER	Amended	EVT+4	DEST
44	00003000.	CANCELLED UNEMPLOYMENT INSURANCE BENEFIT CHECKS	Amended	EVT+	DEST
45	00020B00.	"1099G" UNEMPLOYMENT INSURANCE BENEFITS / TAX YEAR TO DATE SUMMARY FILES	Renewal	EVT+10	DEST
		<b>Event and description changed.</b>			
46	00020E00.	"1099" UNEMPLOYMENT INSURANCE BENEFITS / TAX - MISCLASSIFIED WORKERS	Amended	EVT+6	DEST
47	00047B00.	UI QUARTERLY TAX (CONTRIBUTION) REPORT	Amended	EVT+6	DEST
48	00047C00.	UI QUARTERLY TAX CONTRIBUTION REPORTS - APPEALS PENDING, BANKRUPTCIES, AND DELINQUENT EMPLOYERS	Amended	EVT+6	DEST
49	00049C00.	UI QUARTERLY WAGE REPORT- APPEALS, BANKRUPTCIES, AND DELINQUENT EMPLOYERS	Amended	EVT+6	DEST
50	00049D00.	UI QUARTERLY WAGE REPORT APPLICATION RECORDS	Amended	EVT+15	DEST
51	00049E00.	UI QUARTERLY WAGE REPORT APPLICATION RECORDS - WAGE ONLY EMPLOYERS	Amended	EVT+ 1 Day	DEST
52	00056000.	UI RECEIPT BOOKS	Renewal	EVT+6	DEST
53	00058000.	MONTHLY SUMMARY TOTALS AND VOUCHERS	Amended	EVT+6	DEST
54	00068000.	BENEFIT PAYMENT BATCH RECORDS	Amended	EVT+4	DEST
55	00072000.	RETURN CHECK RECORD	Amended	EVT+4	DEST
56	00082D00.	NON-SUBJECT EMPLOYER HISTORY FILES	Amended	EVT+3	DEST
57	00083E00.	SUBJECT EMPLOYER HISTORY FILES - DELINQUENT MONETARY INITIAL DETERMINATIONS	Amended	EVT+15	DEST
58	00083G00.	SUBJECT EMPLOYER HISTORY FILES	Amended	EVT+4	DEST
59	00083H00.	SUBJECT EMPLOYER HISTORY FILES - TAX DELINQUENCY	Renewal	EVT+10	DEST
60	00088000.	OUTSTANDING CHECK LISTS	Amended	CR+5	DEST
61	00097D00.	COLLECTIONS CLOSED LEGAL BENEFIT AND TAX DELINQUENT OVERPAYMENT FOLDERS, FULL RECOVERY	Amended	EVT+10	DEST
62	00097G00.	UI DELINQUENT TAX SUBPOENA RECORDS	Amended	EVT+6	DEST
63	00157000.	RETURNED CHECK INDEX CARDS	Amended	CR+4	DEST
64	00159000.	REPLACEMENT CHECK AUTHORIZATION	Amended	EVT+4	DEST

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<b>65</b>	00338000.	STATE UNEMPLOYMENT INSURANCE TAX ENTERPRISE SYSTEM (SUITES) EMPLOYER ACCOUNT RECORD	Amended	EVT+15	DEST
<b>66</b>	00338B00.	UI TAX AUDIT - UI FIELD AUDIT APPLICATION RECORDS	Renewal	EVT+4	DEST
<b>67</b>	00338C00.	UI TAX AUDIT - COMPLETED UI FIELD AUDITS	Amended	EVT+6	DEST
<b>68</b>	00338I00.	OUTGOING CORRESPONDENCE	Amended	CR+6	DEST
<b>69</b>	00338J00.	UNEMPLOYMENT INSURANCE GENERAL LEDGER	Amended	PERM	PERM
<b>70</b>	00465000.	IRS (INTERNAL REVENUE SERVICE) FEDERAL TAX INFORMATION	Amended	EVT+6	DEST
<b>71</b>	00465A00.	IRS FEDERAL TAX INFORMATION AUDIT LOGS	Amended	EVT+7	DEST
<i>/771/</i>	<i>YOUTH APPRENTICESHIP</i>				
<b>72</b>	00328000.	STUDENT RECORDS	Amended	EVT+50	DEST
<b>455-JUSTICE</b>					
<b>73</b>	00034000.	CASE FILES - MAJOR FELONY CONVICTIONS - NOT HISTORICALLY SIGNIFICANT (OTHER THAN CLASS A FELONIES)	Renewal	EVT+75	DEST
<i>/203/</i>	<i>CRIME INFORMATION BUREAU</i>				
<b>74</b>	00003000.	FINGERPRINT CARDS - MASTER	Renewal	PERM	PERM
		<b>Medium updated and description changed.</b>			
<b>75</b>	00004A00.	COMPUTERIZED CRIMINAL HISTORY RECORD	Renewal	PERM	PERM
<b>76</b>	00058000.	HANDGUN HOTLINE RELATED RECORDS	Renewal	EVT+75	DEST
<b>485-VETERANS AFFAIRS</b>					
<i>/023/</i>	<i>PROGRAMS AND SERVICES - VETERANS PROGRAMS</i>				
<b>77</b>	00153000.	PARTICIPANT PROGRAM FILES	New	EVT+3	DEST
<b>490-WI HOUSING &amp; ECONOMIC DEV AUTHORITY</b>					
<i>/080/</i>	<i>HUMAN RESOURCES AND ADMINISTRATION</i>				
<b>78</b>	00162000.	LEGISLATIVE DOCUMENTS	Amended	EVT+6	SHSW
		<b>Disposition and confidential citation response changed.</b>			

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<b>505-ADMINISTRATION</b>				
/335/	<i>WOMEN-OWNED BUSINESS ENTERPRISE PROGRAM</i>			
<b>79</b>	00930000.	WOMEN-OWNED BUSINESS ENTERPRISE CERTIFICATION, DECERTIFICATION, AND DENIAL FILES	Amended	EVT+5 DEST
/337/	<i>DISABLED VETERAN-OWNED BUSINESS</i>			
<b>80</b>	00940000.	DISABLED VETERAN-OWNED BUSINESS CERTIFICATION, DECERTIFICATION, AND DENIAL FILES	Amended	EVT+5 DEST
/340/	<i>MINORITY BUSINESS ENTERPRISE</i>			
<b>81</b>	00408000.	MINORITY OWNED BUSINESS ENTERPRISE CERTIFICATION, DECERTIFICATION, AND DENIAL FILES	Amended	EVT+5 DEST
/875/	<i>CAPITOL POLICE</i>			
<b>82</b>	00170000.	INCIDENT CASE FILES - MAJOR FELONIES AND OTHER SIGNIFICANT CASES	Amended	CR+75 SHSW
		<b>Disposition changed.</b>		
<b>83</b>	00170B00.	INCIDENT CASE FILES - OTHER FELONIES	New	CR+7 DEST
<b>84</b>	00170C00.	INCIDENT CASE FILES - MISDEMEANORS AND NON-CRIMINAL EVENT RECORDS	New	CR+3 DEST

<b>680-SUPREME COURT</b>				
/010/	<i>LAWYER REGULATION-OFFICE</i>			
<b>85</b>	00001000.	DISMISSED GRIEVANCE CASE FILES	Amended	EVT+3 DEST

<b>GENERAL RECORDS SCHEDULES</b>				
<b>86</b>	PUR00001.	WORK CENTER CERTIFICATION, RECERTIFICATION AND PRODUCT SERVICE DEVELOPMENT FILES	Renewal	EVT+4 DEST
<b>87</b>	PUR00002.	CONTRACT COMPLIANCE PROGRAM FILE	Renewal	EVT+4 DEST
<b>88</b>	PUR00003.	CONTRACT COMPLIANCE VENDOR DIRECTORY	Renewal	EVT+1 DEST
<b>89</b>	PUR00007.	REQUESTS FOR PURCHASING AUTHORITY (RPA) AND PROCUREMENT PLANS	Renewal	EVT+6 DEST
<b>90</b>	PUR00010.	CONTRACT AND REQUEST FOR BID / PROPOSAL FILE	Renewal	EVT+6 DEST
<b>91</b>	PUR00015.	VENDOR PERFORMANCE ISSUE FILES	Renewal	EVT+6 DEST
<b>92</b>	PUR00020.	PROCUREMENT AUTHORITY REVIEW	Renewal	EVT+5 DEST
<b>93</b>	PUR00030.	PURCHASING DELEGATION AGREEMENTS	Renewal	EVT+6 DEST
<b>94</b>	PUR00050.	ACCOUNT PROFILE INFORMATION	Renewal	EVT+7 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.

<b>MUNICIPALITIES</b>						
/041251/	MILWAUKEE					
/131/	COMMON COUNCIL / CITY CLERK					
<b>95</b>	12-0017	COUNCIL CAMPAIGN FINANCIAL REPORTS / BANK STATEMENTS		Renewal	EVT+6	DEST
/133/	COMMON COUNCIL / CITY CLERK					
<b>96</b>	67-0054	REFERRAL NOTICE & REPORT DIRECTIVE		Renewal	EVT+1	DEST
/135/	COMMON COUNCIL / CITY CLERK					
<b>97</b>	23-0041	CITY CHANNEL PROGRAMMING - HISTORICAL		New	CR+3	TRANS OTHER
		<b>Description changed.</b>				
<b>98</b>	85-0154	CITY CHANNEL PROGRAMMING - EPHEMERAL OR OPERATIONAL		Amended	EVT+3	DEST
<b>99</b>	99-0138	CITY CHANNEL DAILY LOG		Amended	CR+2	DEST
/172/	COMMON COUNCIL / CITY CLERK					
<b>100</b>	91-0133	ETHICS BOARD OPINIONS, COMPLAINTS, AND INVESTIGATION FILES		Amended	EVT+7	DEST
		<b>Event changed.</b>				
<b>101</b>	91-0134	STATEMENTS OF ECONOMIC INTEREST		Amended	EVT+7	DEST
/310/	FIRE AND POLICE COMMISSION					
<b>102</b>	14-0005	PUBLIC SAFETY EXAM ADMINISTRATION - CANDIDATES HIRED / PROMOTED		Renewal	EVT+7	DEST
<b>103</b>	14-0008	PRE-EMPLOYMENT BACKGROUND INVESTIGATION DOCUMENTATION - HIRED		Renewal	EVT+9	DEST
<b>104</b>	14-0016	PUBLIC SAFETY EXAM DEVELOPMENT WORKING FILES		Amended	EVT+12	DEST
<b>105</b>	14-0018	PUBLIC SAFETY EXAM ADMINISTRATION - CANDIDATES NOT HIRED / PROMOTED		Amended	EVT+9	DEST
<b>106</b>	14-0019	MEDICAL PRE-EMPLOYMENT SCREENING - HIRED		Renewal	EVT+8	DEST
<b>107</b>	23-0032	COMPLAINT FILES - INFORMAL COMPLAINTS		New	EVT+7	DEST
<b>108</b>	90-0057	COMPLAINT FILES - FORMAL COMPLAINTS		Amended	EVT+45	DEST
/360/	DEPARTMENT OF NEIGHBORHOOD SERVICES					
<b>109</b>	23-0040	ASBESTOS REMEDIATION CAE FILES - COMMERCIAL		New	CR+30	DEST
/381/	MILWAUKEE HEALTH DEPARTMENT					
<b>110</b>	05-0002	FIMR (FETAL INFANT MOTALITY REVIEW) CASE FILE AND DATA		Renewal	EVT+4	DEST
<b>111</b>	69-0177	NOTIFIABLE DISEASE REPORT		Amended	EVT+7	DEST
/382/	MILWAUKEE HEALTH DEPARTMENT					
<b>112</b>	01-E021	CHILD BLOOD LEAD TEST RESULTS		Renewal	EVT+25	DEST
/502/	DEPARTMENT OF PUBLIC WORKS					

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<b>113</b>	23-0033	SPECIAL ASSESSMENT LISTS AND PROPERTY INFORMATION REPORT	New	EVT+10	DEST
/641/	<i>MILWAUKEE WATER WORKS</i>				
<b>114</b>	03-E022	WATER QUALITY DATA	Amended	EVT+10	DEST
		Withdrawn by City post PRB meeting. Not amended as noted per PRB.			
/900/	<i>CITYWIDE GLOBAL SCHEDULES</i>				
<b>115</b>	23-0042	MEETING RECORDINGS - AD HOC / OPERATIONAL	New	EVT+4 MO	DEST
/060281/	<i>SHEBOYGAN</i>				
<b>116</b>	SPD056	AUTOMATIC LICENSE PLATE READERS (ALPR) SURVEILLANCE PHOTOS	New	EVT+1 MO	DEST

**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