

Agency Name and #					
Division #	Division Name		Request *	Retention	Disposition *
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144-FINANCIAL INSTITUTIONS					
1	00133000.	COMPLAINTS AND INQUIRIES	Amended	EVT+7	DEST
<i>/3100/</i>	<i>CORPORATION FILING</i>				
2	00072000.	REVOCATION / ADMINISTRATIVE DISSOLUTION PROGRAM - UNDELIVERABLES	Amended	EVT+3 MOS	DEST
<i>/6100/</i>	<i>SECURITIES REGULATION</i>				
3	00124000.	ENFORCEMENT FILES	Amended	EVT+25	DEST

145-COMMISSIONER OF INSURANCE					
<i>/310/</i>	<i>MARKET REGULATION</i>				
4	00159000.	ANNUAL REQUIRED FILINGS - MARKET REGULATION REPORTS	New	EVT+10	DEST

285A-UW MADISON					
5	A0002001.	COMPARATIVE OCULAR PATHOLOGY LABORATORY OF WISCONSIN (COPLOW) RECORDS	New	EVT+50	DEST
<i>/042500/</i>	<i>DOSL - DEAN OF STUDENTS</i>				
6	04001750.	STUDENT CONTACT RECORDS	Extension	CR+10	DEST
7	04001751.	STUDENT BEHAVIOR INTERVENTION TEAM (BIT) RECORDS	Extension	CR+25	DEST
8	04001752.	STUDENT THREAT TEAM RECORDS	Extension	CR+25	DEST
<i>/071300/</i>	<i>CALS - CENTER FOR DAIRY RESEARCH</i>				
9	01632000.	CENTER FOR DAIRY RESEARCH RECORDS	Amended	EVT+25	UW-TRANS
<i>/073000/</i>	<i>CALS - BIOCHEMISTRY - GEN</i>				
10	01584000.	ATTIE LAB - RESEARCH NOTEBOOKS	Amended	EVT+10	UW-TRANS
<i>/073800/</i>	<i>CALS - FOOD MICROBIOLOGY & TOXICOLOGY GEN</i>				
11	01564000.	FOOD MICROBIOLOGY LAB RESEARCH STUDIES	Amended	EVT+10	UW-TRANS
<i>/075200/</i>	<i>CALS - COMMUNITY & ENVIRONMENTAL SOCIOLOGY</i>				
12	01634000.	STUDY INTERVIEWS AND QUESTIONNAIRES	Amended	EVT+10	DEST
<i>/104000/</i>	<i>INTERNATIONAL STUDIES & PROGRAMS</i>				
13	10001736.	AGREEMENTS WITH OTHER ACADEMIC INSTITUTIONS	Extension	EVT+1	UW-TRANS
14	10001737.	SITE VISIT AND SITE REVIEW FILES AND REPORTS	Extension	EVT+1	UW-TRANS
15	10001738.	STUDENT PARTICIPANT FILE - STUDY COMPLETED	Extension	EVT+5	DEST

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16	10001739.	STUDENT PARTICIPANT FILE - STUDY NOT COMPLETED	Extension	EVT+2	DEST
17	10001740.	STUDENT PARTICIPANT FILE - DECLINATIONS AND UNRESOLVED	Extension	EVT+10	DEST
<i>/177500/</i>	<i>SCHOOL OF EDUCATION - WIS CTR FOR EDUCATIONAL RESEARCH</i>				
18	17001712.	RESEARCH STUDY RECORDS	Extension	EVT+7	DEST
<i>/348800/</i>	<i>VCRGE - PRIMATE RESEARCH CENTER</i>				
19	01633000.	AIDS VACCINE RESEARCH LABORATORY RESEARCH RECORDS	Amended	EVT+7	UW-TRANS
<i>/488300/</i>	<i>L&S-SOCIOLOGY</i>				
20	48001760.	WISCONSIN LONGITUDINAL STUDY - TRACING RECORDS	Extension	CR+100	DEST
<i>/530325/</i>	<i>SMPH - ACADEMIC AFFAIRS - PEOPLE PRE-COLLEGE OUTREACH</i>				
21	01647000.	PRE-MED PIPELINE PROGRAMS - MATRICULATED	Extension	EVT+7	DEST
<i>/532850/</i>	<i>SMPH - OBSTETRICS & GYNECOLOGY - MADISON GENERALIST</i>				
22	53001710.	DIVISION CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Extension	EVT+15	DEST
<i>/533422/</i>	<i>SMPH - COMPREHENSIVE CANCER CENTER - PREVENTATIVE ONCOLOGY</i>				
23	53001713.	PREVENTATIVE ONCOLOGY CLINIC STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Extension	EVT+15	DEST
<i>/533440/</i>	<i>SMPH - COMPREHENSIVE CANCER CENTER - CLINICAL ONCOLOGY</i>				
24	53001711.	UWCCC PROTOCOL FILES	Extension	EVT+10	DEST
<i>/534225/</i>	<i>SMPH - MEDICINE - CARDIOLOGY</i>				
25	01642000.	CLINICAL STUDIES, TRIALS AND PARTICIPANT STUDY RECORDS	Amended	EVT+15	DEST
<i>/534800/</i>	<i>SMPH- MEDICAL PHYSICS</i>				
26	53001756.	MEDICAL PHYSICS GRADUATE STUDENT ADMISSION RECORD - NOT ACCEPTED OR NOT ENROLLED	Extension	EVT+4	DEST
27	53001757.	MEDICAL PHYSICS GRADUATE STUDENT RECORD	Extension	EVT+30	DEST
<i>/537700/</i>	<i>SMPH - BIOMOLECULAR CHEMISTRY</i>				
28	53001759.	RESEARCH NOTEBOOKS - MOSHER LABS	Extension	EVT+100	DEST
<i>/538900/</i>	<i>SMPH - PSYCHIATRY</i>				
29	53001753.	PSYCHIATRIC RESIDENT APPLICATION FILES	Extension	EVT+6	DEST
30	53001754.	PSYCHIATRIC CLINICAL STUDIES, TRIALS, AND PARTICIPANT STUDY RECORDS	Extension	EVT+20	DEST
31	53001755.	PSYCHIATRIC CLINIC HEALTH RECORDS	Extension	EVT+50	DEST

435-HEALTH SERVICES					
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/102/	DPH - ENVIRONMENTAL & OCCUPATIONAL HEALTH				
32	01154000.	BIOMONITORING STUDIES	New	EVT+30	DEST
/402/	DMS - ELIGIBILITY & ENROLLMENT POLICY				
33	01071000.	MEMBER ELIGIBILITY CASE FILE	Amended	EVT+99	DEST
/642/	DQA - EDUCATION SERVICES & TECHNOLOGY				
34	00788A00.	NURSE AIDE AND FEEDING ASSISTANT TRAINING PROGRAMS PRIMARY INSTRUCTOR APPLICATIONS	Amended	EVT+6.5	DEST
35	01140000.	NURSE AIDE REGISTRY	Amended	CR+75	DEST

437-CHILDREN & FAMILIES					
/225/	PROGRAM INTEGRITY: CHILD CARE SUBSIDY: EARLY CARE AND EDUCATION, DIVISION OF				
36	00376000.	PROGRAM INTEGRITY INVESTIGATION FILES - WI SHARES VIOLATION	Amended	EVT+7	DEST

485-VETERANS AFFAIRS					
/003/	VETERANS BENEFITS - CEMETERIES AND MILITARY HONORS				
37	00118B00.	MILITARY FUNERAL HONORS TRAINING AND CERTIFICATION	Amended	FIS+5	DEST
/004/	FISCAL SERVICES - LOAN RECORDS				
38	00021000.	PRIMARY MORTGAGE HOUSING LOANS	Amended	EVT+7	DEST

515-EMPLOYEE TRUST FUNDS					
/700/	ETF DEPARTMENT RECORDS				
39	00129000.	EMPLOYER OVER/UNDER BALANCE RECORDS	Amended	EVT+1	DEST
40	00161C00.	VARIABLE PARTICIPATION CHANGE, ACTIVITY AND ACCOUNT BALANCES REPORTS	Amended	EVT+10	DEST

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521-ETHICS COMMISSION					
41	00008000.	STATEMENTS OF ECONOMIC INTERESTS (SEI)	Amended	EVT+3	DEST
42	00014000.	LOBBYIST REPORTS AND LICENSE APPLICATIONS, LOBBYING PRINCIPAL REGISTRATIONS AND AUTHORIZATIONS, AND AUDIT RECORDS	Amended	EVT+6	SHSW
43	00022000.	CAMPAIGN FINANCE REPORTS, REGISTRATION STATEMENTS, AND AUDIT RECORDS	Amended	EVT+6	SHSW

536-INVESTMENT BOARD					
<i>/410/</i>	<i>DOMESTIC FI</i>				
44	00007000.	PUBLIC BOND FILES	Amended	EVT+7	DEST
<i>/430/</i>	<i>SIF</i>				
45	00095000.	LOCAL GOVERNMENT INVESTMENT POOL (LGIP) REPORTING	Amended	EVT+7	DEST
<i>/520/</i>	<i>REAL ESTATE</i>				
46	00005000.	DIRECT INVESTMENTS IN REAL ESTATE / PERMANENT FILES	Amended	PERM	PERM
47	00006000.	REAL ESTATE POOLED INVESTMENTS	Amended	EVT+7	DEST
48	00096000.	REAL ESTATE INVESTMENTS - REQUIRED QUARTERLY FINANCIAL DOCUMENTATION	Amended	EVT+7	DEST

575-SECRETARY OF STATE					
<i>/004/</i>	<i>GOVERNMENT RECORDS DIVISION</i>				
49	00004000.	LEGISLATIVE SESSION DOCUMENTS	Amended	EVT+2	SHSW
50	00005000.	LEGISLATIVE BILLS, RESOLUTIONS, AND JOINT RESOLUTIONS	New	PERM	PERM
51	00023000.	SENATE AND ASSEMBLY JOURNALS	Amended	EVT+4	SHSW
52	00037000.	ASSORTED DEEDS - NOT COVERED BY OTHER DEED RDAS	Amended	PERM	PERM
53	00038000.	FORESTRY DEEDS	Amended	PERM	PERM
54	00039000.	PARK DEEDS	Amended	PERM	PERM
55	00040000.	BUILDING DEEDS	Amended	PERM	PERM
56	00050000.	OATHS	Amended	PERM	PERM
57	00061000.	APOSTILLES REGISTER	New	PERM	PERM
58	00062000.	UNDELIVERABLE APOSTILLES RECORDS	New	EVT+7	DEST
59	00063000.	APOSTILLES CERTIFICATE TEMPLATES	New	PERM	PERM

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765-035-LEG COUNCIL					
60	00016000.	EXTERNAL RESEARCH CORRESPONDENCE	New	EVT+6	DEST
61	00017000.	INTERNAL AND EXTERNAL RESEARCH CORRESPONDENCE - HISTORICALLY SIGNIFICANT	New	EVT+30	DEST

GENERAL RECORDS SCHEDULE					
62	FLEET004.	ALTERNATIVE COMMUTER PROGRAM	Amended	FIS+4	DEST
63	FLEET009.	MOTOR VEHICLE MAINTENANCE RECORDS	Amended	EVT+1	DEST
64	FLEET012.	MOTOR VEHICLE CONTROL AND ASSIGNMENT RECORDS	Amended	EVT+1	DEST
65	FLEET013.	MOTOR VEHICLE PURCHASE AND DISPOSAL RECORDS	Amended	EVT+1	DEST
66	FLEET015.	GASOHOL, ALTERNATIVE FUELS AND HYBRID / AND OR ELECTRIC VEHICLE PROGRAM RECORDS	Amended	FIS+4	DEST
67	FLEET016.	FLEET OPERATIONS REPORTS TO GOVERNOR AND JOINT FINANCE COMMITTEE	Amended	EVT+4	SHSW
68	FLEET018.	MOTOR VEHICLE OPERATOR RECORDS	Amended	EVT+1	DEST
69	FLEET019.	GLOBAL POSITIONING SYSTEM (GPS) RELATED VEHICLE TRACKING INFORMATION	Amended	EVT+1	DEST
70	FLEET020.	VEHICLE USE AGREEMENTS	Amended	EVT+1	DEST
71	FLEET030.	ROUTINE AIRCRAFT OPERATIONS	Amended	EVT+5	DEST
72	FLEET031.	GENERAL AIRCRAFT MAINTENANCE AND MODIFICATIONS RECORDS	Amended	EVT+6	DEST
73	FLEET032.	INDIVIDUAL AIRCRAFT MAINTENANCE AND AIRFRAME MODIFICATION RECORDS	Amended	EVT+6	DEST
74	FLEET033.	FEDERAL AIRCRAFT ACCIDENT / INCIDENT REPORTS	Amended	EVT+1	DEST
75	FLEET034.	AIRCRAFT PILOT RECORDS	Amended	EVT+5	DEST
76	FLEET035.	UNMANNED AIRCRAFT SYSTEM PILOT RECORDS	New	EVT+2	DEST
77	FLEET036.	UNMANNED AIRCRAFT SYSTEM FLIGHT OPERATION RECORDS	New	EVT+2	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					
/041251/	MILWAUKEE				
/149/	OFFICE OF CITY ATTORNEY				
78	15-E017	LEGAL OPINIONS - REQUESTS AND ISSUES	Amended	EVT+3	TRANS OTHER
79	70-0034	CLAIM INVESTIGATION FILES	Amended	CR+7	DEST
80	79-0008	CASE DOCKETS AND LISTINGS - CITY ATTORNEY	Amended	CR+10	TRANS OTHER
81	84-0034	ORDINANCE ENFORCEMENT FILES AND CORRESPONDENCE	Amended	EVT+7	DEST
/287/	EMPLOYEE RETIREMENT SYSTEMS				
82	02-0024	INVESTMENT CONSULTANT REPORTS	RENEWAL	EVT+7	DEST
/300/	MILWAUKEE POLICE DEPARTMENT				
83	24-0016	SEARCH WARRANTS AND RELATED RECORDS	New	EVT+1	DEST
84	24-0017	ARREST WARRANT AND RELATED RECORDS - SATISFIED	New	EVT+1	TRANS OTHER
85	24-0018	ARREST WARRANT AND RELATED RECORDS - CANCELLED	New	EVT+1	DEST
/334/	MILWAUKEE POLICE DEPARTMENT				
86	24-0013	CRASH RECONSTRUCTION FILES	New	EVT+5	DEST
/357/	MILWAUKEE POLICE DEPARTMENT				
87	24-0005	PRISONER INVESTIGATIVE HOLD RECORDS - CENTRAL BOOKING	New	FIS+7	DEST
/900/	CITYWIDE GLOBAL SCHEDULES				
88	10-E052	CITY OF MILWAUKEE GLOBAL RECORD SCHEDULES	Amended	EVT+20	DEST
/292-016/	NORTHWOOD TECHNICAL COLLEGE				
/100/	INSTITUTIONAL EFFECTIVENESS				
89	IE300000.	ACADEMIC PROGRAM REVIEWS	Amended	EVT+10	DEST
90	IE400000.	COLLEGE & PROGRAM ACCREDITATION	Amended	EVT+10	DEST

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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