

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			
1	00578000.	PULMONARY LABORATORY FILES	Amendment	EVT+10 DEST

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Withdrawn by agency.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

<b>395-TRANSPORTATION</b>				
	HIGHWAY STRUCTURES			
11	00190000.	HIGHWAY STRUCTURES INFORMATION SYSTEM (HSIS) MASTER DATA	Amendment	EVT+10 SHSW
12	00190A00.	HIGHWAY STRUCTURE DATA ENTRY FORMS, DOCUMENTS AND FILES	Amendment	EVT+10 DEST
		<b>Disposition changed.</b>		
13	00191000.	STRUCTURE FIELD INSPECTION REPORTS - INSPECTOR NOTES AND SUPPORTING MATERIALS	Amendment	EVT+1 DAY DEST
		<b>Retention changed.</b>		

14	00572000.	BRIDGE AND CULVERT INSPECTION REPORTS - HSIS	Amendment	EVT+10	SHSW
15	00573000.	ANCILLARY STRUCTURE INSPECTIONS	Amendment	EVT+10	DEST
16	00574000.	AS-LET STRUCTURE PLANS - HSIS	Amendment	EVT+10	DEST
		<b>Disposition changed.</b>			
17	00575000.	AS-BUILT STRUCTURE PLANS - HSIS	Amendment	PERM	PERM
18	00577000.	STRUCTURE HYDRAULIC DRAINAGE REFERENCE DOCUMENTS	Amendment	EVT+1	SHSW
		<b>Confidential response changed.</b>			
19	00580000.	STRUCTURES DESIGN PROGRESS FILES	Amendment	EVT+ 7 DAYS	DEST
20	00581000.	PRESTRESSED CONCRETE PLANT INSPECTION RECORDS AND REPORTS	Amendment	CR+50	DEST
21	00582000.	BRIDGE FAILURE FILES	Amendment	EVT+10	SHSW
		Confidential responded revised.			
22	00583000.	STRUCTURE INSPECTOR CERTIFICATION FILES - APPROVED	Amendment	EVT+10	DEST
23	00584000.	STRUCTURE INSPECTOR CERTIFICATION FILES - DENIED AND RESCINDED / REVOKED	Amendment	EVT+50	DEST
		<b>Confidential response changed.</b>			
24	00586000.	FABRICATED BRIDGE COMPONENTS SHOP APPROVAL	Amendment	EVT+6	DEST
		<b>Title, description and event revised.</b>			
25	00587000.	FABRICATION SHOP INSPECTION REPORT - INSPECTOR RECORDS	Amendment	EVT+1 DAY	DEST
		<b>Event and confidential response revised. Retention changed.</b>			
26	01051000.	BRIDGE WEIGHT LIMIT POSTINGS, MAXIMUM VEHICLE WEIGHTS DATA AND RELATED LISTS	New	EVT	DEST
		<b>Description revised.</b>			
27	01052000.	STRUCTURES SHOP DRAWINGS	New	EVT+10	DEST
		<b>Disposition changed and confidential citation added.</b>			
28	01053000.	APPROVED FABRICATOR AND APPROVED WALL SYSTEM LISTS	New	EVT+20	DEST
		<i>ROADSIDE MAINTENANCE</i>			
29	00413000.	REMOVAL OF MEMORIALS ON STATE HIGHWAY FILES	Amendment	EVT+1	DEST
30	00414000.	ROAD SALT STORAGE SITES TRANS 277 REGISTRATION AND COMPLIANCE	Amendment	EVT+6	DEST
31	00414A00.	MATERIAL STORAGE SITE MANAGEMENT (MSSM) COMPLIANCE DATA	Amendment	EVT+5	DEST
		<b>Title and description revised.</b>			
32	00414B00.	MATERIAL STORAGE SITE MANAGEMENT (MSSM) SITE NON-COMPLIANCE DATA	Amendment	P	PERM
		<b>Title and description revised.</b>			
33	00415000.	SIRS SALT INVENTORY & USAGE DATA	Amendment	CR+10	DEST
34	00416000.	WINTER STORM REPORT DATA	Amendment	EVT+5	DEST
		<b>Event revised.</b>			
35	00417000.	ANNUAL WINTER MAINTENANCE REPORT	Amendment	CR+25	DEST
36	00418000.	FROZEN ROAD / WEIGHT RESTRICTION PROGRAM RECORDS	Amendment	EVT+5	DEST
37	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
		<b>Description and event revised.</b>			
		<i>COUNTY HIGHWAY MAINTENANCE</i>			
<b>41</b>	00473000.	COUNTIES MAINTENANCE AGREEMENTS	Amendment	EVT+6	DEST
		<b>Event revised.</b>			
<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+3 DAYS	DEST
		<b>Retention changed.</b>			
<b>56</b>	00834000.	SELF-INSURANCE CERTIFICATION RECORDS	Amendment	EVT+5	DEST
<b>57</b>	00835000.	SELF-INSURANCE CERTIFICATION FINANCIAL RECORDS	Amendment	EVT+1	DEST
		<b>Retention changed.</b>			

<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+7	DEST
		<b>Retention changed.</b>			
<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>					
/711/	HOUSING AND COMMUNITY RESOURCES				
62	00214000.	HUD EMERGENCY SOLUTIONS GRANT PROGRAM-GRANT CASE FILES	Amendment	EVT+10	DEST

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

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

<b>680-SUPREME COURT</b>					
/004/	BOARD OF BAR EXAMINERS				
70	00024000.	BOARD MEETING MATERIALS	Active	CR+75	DEST
		<b>Description and event revised. Retention and disposition changed.</b>			

<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>				
<i>/005231/</i>	<i>GREEN BAY METROPOLITAN POLICE DEPARTMENT</i>			
<b>71</b>	00123000	FIRE TRUCK / FIRST RESPONDERS VEHICLE VIDEO RECORDINGS	Amendment	CR+120 DAYS DEST
		<b>Description revised.</b>		
<b>72</b>	02001000	LAW ENFORCEMENT VIDEO RECORDINGS	New	CR+120 DAYS DEST
		<b>Description revised.</b>		

**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