

## ARMY/MILITARY SCIENCE

### 115.01 Employee Payroll Printouts (Duplicates)

Dates: 1980 –  
Volume: Negligible  
Annual Accumulation: Negligible  
Arrangement: Chronological

This item supersedes State Records Application 87-63, item 186, to provide for the incorporation of the file series into this revised records disposition application. (No change in the previously approved disposition is proposed.)

**Recommendation:** Retain in office for three (3) years, then dispose of provided all audits have been completed under the supervision of the Auditor General, if necessary, and no litigation is pending or anticipated.

### 115.02 Fiscal Administration Files (Duplicates)

Dates: 1980 –  
Volume: 1 Cu. Ft.  
Annual Accumulation: Negligible  
Arrangement: By Fiscal Year

This record series consists of duplicate purchase orders, vouchers, printing requests, expenditure reports, FAS reports and university budget data.

The originals of these documents are maintained by the Accounts Payable, Budget, General Accounting and Purchasing offices.

This item supersedes State Records Application 87-63, item 187, to provide for the incorporation of the file series into this revised records disposition application.

(No change in the previously approved disposition is proposed.)

**Recommendation:** Retain in office for three (3) years, then dispose of provided all audits have been completed under the supervision of the Auditor General, if necessary, and no litigation is pending or anticipated.

**115.03 Applications for Appointment (Duplicates)**

Dates: 1980 –  
Volume: Negligible  
Annual Accumulation: Negligible  
Arrangement: Chronological

This record series consists of applications for Army personnel in the department to be appointed to university positions. The originals of these records are maintained by Human Resources for sixty-five years.

This item supersedes State Records Application 87-63, item 188, to provide for the incorporation of the file series into this revised records disposition application.  
(No change in the previously approved disposition is proposed.)

**Recommendation:** Retain five (5) years in the office after separation, then dispose of provided no litigation is pending or anticipated.