

# **Schedule 170-4**

# **UNIVERSITY OF NEBRASKA BOARD OF REGENTS**

## **BUDGET RECORDS**

**April 15, 2011**

**Nebraska Records Management Division  
440 South 8<sup>th</sup> Street, Suite 210  
Lincoln, NE 68508  
(402) 471-2559**

REQUEST FOR A

Schedule has been approved by the records officers of the

retention and disposition

The attached schedule has been analyzed and material has been properly identified, no

## **INSTRUCTIONS FOR USING THIS SCHEDULE**

Records retention and disposition schedules are designed to serve as your records management guideline for storing and disposing of agency

**SCHEDULE 170-4 – UNIVERSITY OF NEBRASKA – BOARD OF  
REGENTS – BUDGET RECORDS**

University of Nebraska Budget Records Retention and Disposition Schedule  
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170-4-14	Budget	Budget	Maintenance	Cost Center Requests	Life of the Cost Center
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**University of Nebraska Budget Records Retention and Disposition Schedule**

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**RECORDS DISPENSATION REPORT**

AGENCY <b>Baltimore County</b>
DIVISION <b>Administrative Services</b>
SUB-DIVISION <b>Records Management</b>

TO: SECRETARY OF STATE  
 RECORDS MANAGEMENT DIVISION  
 440 S. 8<sup>TH</sup> STREET SUITE 210  
 BALTIMORE MD 68508-2294



# VOLUME MEETING GUIDE

(PLEASE PRINT NAME AT FOOTER REPORTING PERIODS, A BALANCE SHEET, AND THE VALUE OF MATERIALS DISPOSED (ADEQUATE).)

Content	Charge	Weight (lb)	Items per (8.5" x 11")	Equivalent
			1	20 K
			52	1 Mb (1024 K)
			53,687	1 Gb (1024 Mb)
N/A	N/A	2,204 lb (1 ton)	220,000	4.1 Gb
Resident cabin via 1 Fle Cabin 4 dwelling is	1 Cu. Ft	16.66 lb	1,667	32 Mb