

APPROVED 11/2/2006

State of Texas
Records Retention Schedule

Automated Facsimile of SLR-105

2. AGENCY CODE: 537

3. AGENCY: TEXAS DEPARTMENT OF STATE HEALTH SERVICES

4. Records

Series Item # 5. Agency Item #

6. Records Series Title

7. RETENTION PERIOD

Agency Storage Total 8. Archival 9. Remarks

___ ORIGINAL SUBMISSION

X RECERTIFICATION

___ REPLACEMENT PAGE

___ ADDENDUM PAGE

10. 106 No.

820 - REGULATORY SERVICES - ECSS - SEAFOOD & AQUATIC LIFE

Series Item #	Agency Item #	Records Series Title	Agency	Storage	Total	8. Archival	9. Remarks
234		RAINFALL DATA SHEETS	5		5		
258		TEXAS NATURAL RESOURCES INFORMATION SYSTEM FILES	5		5		
266		RED TIDE DATA COLLECTION AND RESULTS	PM		PM		
1532		HISTORICAL SURVEYS-SHELLFISH CLASSIFICATION	PM		PM		PAPER & MAPS
2019		SHELLFISH CLASSIFICATION MAPS	20		20		
2021		INTERSTATE CERTIFIED SHELLFISH SHIPPERS LIST	1		1		
2047		HISTORICAL CONTAMINANT DATA (1965-1975)	33	2	35		
2049		LAVACA BAY 3 FILES	PM		PM		
2052		CLASSIFICATION MARKERS	PM		PM		PAPER & MAPS
2058		GALVESTON BAY HISTORICAL MAPS, 1952-1986	PM		PM		MAPS
2096		MERCURY CONCENTRATIONS IN MARINE ORGANISMS FILES	AV		AV		
2132		AQUACULTURE-OYSTER MARICULTURE FILES	5		5		PAPER & MAPS
2133		ATSDR LAVACA BAY HEALTH CONSULTATION	AV		AV		
2143		TWC FISH MONITORING DATA	10		10		
2174		NATURAL RESOURCE DAMAGE & CLAIMS-LAVACA BAY	AV		AV		PAPER, MAPS
2192		CRAB PLANT FILES	1	2	3		PAPER, MAPS

RETENTION CODES (Field 7)

AC - After Closed, Terminated, Completed, Expired, Settled

AV - As Long As Administratively Valuable

CE - Calendar Year End
FE - Fiscal Year End
LA - Life of Asset

MO - Months
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US - Until Superseded

ARCHIVAL CODES (Field 8)

A - Transfer to State
R - Review by State

VITAL Record (Include in Field 9)

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		2199 OYSTER PLANT FILES	1	2	3		PAPER, CONSTRUCTION PLANS
		2202 DEALERS' APPLICATIONS, PENDING	AV		AV		
		2740 CLEAN WATER ACT COMPLIANCE RECORDS	7		7		
		2855 GALVESTON BAY NATIONAL ESTUARY PROGRAM FILES	5		5		
		2900 MATRIX-GALVESTON BAY WATER TEMPERATURES	5		5		
		2935 WEATHER SAMPLE COLLECTION DATA & RESULTS	PM		PM		PAPER, MAPS
1.1		228 MEDIA CONTACT REPORTS & INFORMATION	5		5		
1.1		230 RIVER & FLOOD CONDITIONS-MONTHLY REPORTS (NATL WEATHER SRV)	3		3		
1.1		237 REGIONAL EVALUATION DOCUMENTS	5		5		
1.1		239 DEPURATION RECORDS	5		5		
1.1		267 OYSTER MEAT SAMPLES DATA & RESULTS	PM		PM		
1.1		632 AQUATIC LIFE ORDERS FILES	PM		PM		
1.1		717 FISH ADVISORIES & BANS	US		US		
1.1		931 ADVISORY ORDERS	PM		PM		
1.1		1004 SPECIAL OYSTER LEASE PERMITS	3		3		
1.1		1010 MARINE ORDER FILES	PM		PM		

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1.1	1015	GALVESTON BAY OYSTER LEASE FILES	5		5		
1.1	2020	SITE PLANS FOR FIELD OFFICES & PERSONNEL	AV		AV	R	Vital Record.
1.1	2100	SPECIAL STUDIES I FILES (RED TIDE REPORT, ARTIFICIAL AV REEF, '91 CHOLERA STUDY, & OTHER MERCURY STUDIES)	AV		AV	R	PAPER & MAPS
1.1	2109	SPECIAL STUDIES I FILES & REPORTS (INCLUDES GALVESTON BAY CONTAMINATE STUDY, 1992; DIOXIN STUDY, APEX OIL SPILL, 1990 FILES)	PM		PM	R	PAPER & MAPS
1.1	2117	SPECIAL STUDIES I FILES (INCLUDES RIO GRANDE VALLEY PESTICIDE STUDY, GALVESTON BAY BENZENE SPILL, LAVACA BAY 1 & 2, SELENIUM STUDIES)	PM		PM	R	PAPER & MAPS
1.1	2122	SPECIAL STUDIES 2 FILES (INCLUDES CHRONOLOGY/COST OF SAMPLING, LAB RESULTS, NECHES RIVER INTERN CREOSOTE, BAILEY SUPERFUND SITE, SEVERAL OTHER STUDIES OF RIVERS)	PM		PM	R	PAPER & MAPS
1.1	2127	SPECIAL STUDIES 3 FILES (INCLUDES BIG CYPRESS CREEK STUDY, CADDO LAKE, TOLEDO BEND STUDY, TOWN LAKE, SABINE LAKE, MT CREEK STUDIES)	PM		PM	R	PAPER & MAPS
1.1	2138	REPORTS TO EPA-APEX OIL SPILL, 1992	PM		PM	R	PAPER & MAPS
1.1	2168	SELENIUM RAW DATA	AV		AV		
1.1	2171	SAN ANTONIO RIVER - FISH DATA	AV		AV		PAPER, MAPS
1.1	2175	NATIONAL FISH CONTAMINATION PROGRAM FILES & BACTERIOLOGICAL OYSTER MEAT SAMPLES, 1980 - 1992	AC+3		AC+3		
1.1	2183	ANNUAL FISH SAMPLING DATA & SUPPORTING DOCUMENTATION	AV		AV	R	

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1.1	2186	ORIGINAL SANITARY SURVEYS (INCLUDES FISH TISSUE, LAB ANALYSIS REPORTS)	PM		PM		ELECTRONIC, COMPUTER PRINTOUT	
1.1	2720	MONTHLY STATISTICAL REPORTS	3		3			
1.1	2769	COMPLAINT/INJURY COUNTIES CODES REFERENCE FILE	AV+1		AV+1			
1.1	2774	CORPUS CHRISTI NATIONAL ESTUARY PROGRAM FILES	3		3			
1.1	2792	DETENTION, DESTRUCTION, OR DISPOSITION RECORDS OF SHELLFISH FOOD PRODUCTS	AC+2		AC+2			
1.1	2880	IMPACT FILES (SELF-REVIEW)	AC+3		AC+3			
1.1	2908	TRINITY RIVER AUTHORITY	3		3			
1.1.008	2773	CONTRACT LABS CORRESPONDENCE	1		1		INCLUDES SOME E-MAIL.	
1.1.038	2178	BIOACCUMULATION OF TCDD	AC+3		AC+3		SEE ITEM NUMBER 1.1.067 FOR SUMMARY REPORTS COMPILED FROM CUSTOMER SURVEYS.	
4.1	2738	GASOLINE CREDIT CARD INFORMATION	AV		AV			
5.1.001	232	PARTNERSHIP AGREEMENTS	AC+4		AC+4		Vital Record. AC=EXPIRATION OR TERMINATION OF THE INSTRUMENT ACCORDING TO ITS TERMS	

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