000 1305
001 001
002 006
003
004
005 Budget Office
006 Office of the Director
140 Administrative Office Files
200 1939
210 2001
220 1939-1954, 1960-1969, 1973-1976, 1979-2001
240 31.5 cf.
241 25 cfb.
261 Subject files from the office of the Director.
270 Files include correspondence, minutes, etc. Subjects (1979-2001) include Municipal Court merger, Register in Chancery merger, Release Date Task Force, Court-Correction Transportation Committee, automated sentencing, SuperMax Committee, prison expansion, Department of Corrections Master Plan, Treatment Access Center, boot camp, CREST Program, Gander Hill Task Force, crime bill, Court Security Task Force, and budget memoranda.
290
310 Various pamphlets and brochures.
329 WORK STATUS
_X_ needs sorting
___ needs unfolding
_X_ needs foldering/reboxing
_X_ other: Remove bands and fasteners.

CONDITION:
___ totally disorganized
___ order not apparent
___ origin questionable
___ other: _____

ARCHIVIST:
___ review for identification/ further determination
_X_ processing
___ determine origin/purpose
___ other:

FILM:
___ for security
___ destroy original
___ other:

330 Correspondence files appear to be arranged numerically by a folder number.
331 No index.
332 Typed; form printed with typing.
360 Fair; acid damage; storage damage; dirt damage; other - rubber bands and metal fasteners.
370
390
420 2004114
430
990 May 4, 1995
995 October 2, 1995; April 22, 1996; July 6, 1996; February 7, 1997; May 27, 2003; June 15, 2004
bhh/de