

NOTICE

NATIONAL ARCHIVES DEPARTMENT

PUBLIC RECORDS APPRAISAL COMMITTEE

The Committee has recommended the destruction **after a period of thirty days from the date of publication of this Notice** of the following records. In accordance with Section 21 (1) of the National Archives Act 1999 (Act No. 22 of 1999).

THE TREASURY

(List 15/2024)

Item	Official Ref. No.	Description	Physical Form	Period Covered
1		1. Other Charges 2. Debtor Vouchers 3. Adjustment Vouchers 4. Deposit Repaid 5. Summary of Deduction	Full bound volumes	July 2016 to June 2017
2		6. Personal Emoluments	Full bound volumes	January 1969 to December 1975

MINISTRY OF SOCIAL INTEGRATION, SOCIAL SECURITY AND NATIONAL SOLIDARITY

(List 11/2024)

Item	Official Ref. No.	Description	Physical Form	Period Covered
1	MSS/138/1 V4	Payment Voucher	Books	January 2012 to December 2016
2	”	Payroll	Books	January 2012 to December 2016
3	”	Adjustment Voucher	Bundles	January 2012 to December 2016
4	”	Debit Notes	Bundles	January 2012 to December 2016
5	”	Preliminary Payment Register	Bundles	January 2012 to December 2016
6	”	Final Payment Register	Bundles	January 2012 to December 2020
7	”	Main & Sub Cash Book	Books	July 2011 to December 2016
8	”	Bank Statement and Reconciliation	Files	July 2013 to June 2021
9	”	Accts BF9A	Books	January 2013 to December 2020
10	”	Immediate Payment Voucher	Books	January 2018 to December 2020
11	”	Schedule of Collection	Files	January 2011 to December 2018
12	”	Bank Paying Slips (Cash and Cheque)	Bundles	January 2014 to December 2020

GOVERNMENT INFORMATION SERVICE
(List 18/2024)

Item	Official Ref. No.	Description	Physical Form	Period Covered
1	625901 - 626000	Acct. B.F.4A (Petrol)	Box	Unused since 2001
2	646001 - 646500	Acct. B.F.4A (Petrol)	Box	Unused since 1998
3	634151 - 635250	Acct. B.F.4A (Diesel)	Box	Unused since 1997
4	74352 - 74399	Acct. B.F.259 (Requisition)	Box	13.07.1981 - 09.11.200
5	0501 - 0550	Standard Form 4.1 (Receipt of Offers)	Box	Unused
6	18151 - 18300	Store Form 1 (Local Purchases)	Box	21.01.1991 - 02.12.1991
7	26051 - 26250	Store Form 1 (Local Purchases)	Box	02.12.1991 - 03.03.1993
8	82501 - 82650	Store Form 1 (Local Purchases)	Box	09.03.1993 - 06.01.1994
9	127501 - 127650	Store Form 1 (Local Purchases)	Box	07.01.1994 - 26.09.1994
10	132501 - 132750	Store Form 1 (Local Purchases)	Box	27.09.1994 - 09.01.1996
11	197851 - 197900	Store Form 1 (Local Purchases)	Box	11.01.1996 - 04.03.1996
12	206701 - 206850	Store Form 1 (Local Purchases)	Box	04.03.1996 - 25.03.1996
13	286001 - 286250	Store Form 1 (Local Purchases)	Box	28.03.1997 - 28.05.1998
14	338101 - 338500	Store Form 1 (Local Purchases)	Box	01.06.1998 - 27.06.2000
15	421001 - 421250	Store Form 1 (Local Purchases)	Box	27.06.2000 - 19.09.2001
16	493101 - 493500	Store Form 1 (Local Purchases)	Box	19.09.2001 - 17.06.2003
17	569651 - 569700	Store Form 1 (Local Purchases)	Box	17.06.2003 - 25.09.2003
18	569701 - 570000	Store Form 1 (Local Purchases)	Box	29.09.2003 - 10.06.2005
19	680801 - 681300	Store Form 1 (Local Purchases)	Box	10.06.2005 - 18.01.2008
20	862901 - 863000	Store Form 1 (Local Purchases)	Box	14.01.2008 - 11.06.2008
21	696651 - 696750	Store Form 1 (Local Purchases)	Box	13.06.2008 - 19.01.2009
22	924051 - 924100	Store Form 1 (Local Purchases)	Box	19.01.2009 - 08.04.2009
23	72001 - 72200	Store Form 5	Box	26.03.1991 - 28.02.1995
24	103701 - 103850	Store Form 5	Box	23.03.1993 - 29.12.1994
25	307801 - 307900	Store Form 5	Box	06.01.1995 - 20.04.1998

Item	Official Ref. No.	Description	Physical Form	Period Covered
26	832901 - 832950	Store Form 5	Box	29.04.2002 - 23.06.2004
27	254501 - 254700	Store Form 5	Box	01.07.2004 - 14.02.2008
28	254751 - 254800	Store Form 5	Box	15.02.2008 - 31.07.2009
29	254901 - 254950	Store Form 5	Box	31.07.2009 - 15.08.2011
30	16601 - 16700	Store Form 5	Box	28.01.2011 - 09.01.2014
31	241551 - 241600	Store Form 5	Box	30.04.2013 - 08.07.2014
32	241651 - 241700	Store Form 5	Box	15.01.2014 - 17.06.2015
33	170551 - 170600	Store Form 5	Box	17.06.2015 - 08.12.2016
34	254551 - 254600	Store Form 5	Box	23.06.2004 - 10.01.2007
35	254701 - 254750	Store Form 5	Box	25.01.2007 - 10.05.2008
36	254851 - 255000	Store Form 5	Box	20.05.2008 - 26.08.2011
37	241501 - 241550	Store Form 5	Box	19.09.2011 - 19.07.2013
38	241601 - 241650	Store Form 5	Box	18.07.2013 - 12.11.2014
39	619051 - 619100	Store Form 5	Box	14.07.1999 - 31.01.2013
40	10651 - 10700	Store Form 16	Box	10.01.1986 - 09.03.1994
41	28701 - 28800	Store Form 10	Box	14.06.1994 - 16.03.2012
42	555001 - 555150	Store Form 12	Box	28.07.1986 - 02.03.1989
43	672501 - 672700	Store Form 12	Box	07.04.1988 - 25.03.1991
44	501 - 650	Store Form 17	Box	12.04.2005 - 22.05.2014
45	13501 - 13600	Store Form 17	Box	27.01.2000 - 03.03.2005
46	2401 - 2450	Store Form 18	Box	14.03.2001 - 09.07.2009
47	25901 - 25950	Store Form 29	Box	13.07.1993 - 29.06.1996
48	1 - 2	Tools and Equipment	Box	1976 to 1987
49	691201 - 691250	Store Form 3 (Local Purchases)	Box	23.09.1988 - 12.12.1988
50	717201 - 717250	Store Form 3	Box	17.03.1989 - 26.05.1989
51	177251 - 177350	(Local Purchases)	Box	20.12.1988 - 15.08.1989
52	742251 - 742350	Store Form 3	Box	10.11.1981 - .03.11.1989
53	763351 - 763400	(Local Purchases)	Box	10.04.1990 - 16.08.1990
54	776251 - 776300	Store Form 3	Box	17.08.1990 - 18.01.1991
55		Store Form 8 (Ledger)	Box	1977 - 1997
56	132776 - 132800	Store Form 13A	Box	25.05.1988 - 02.02.1992
57	0501 - 0550	Store Form 20 (Goods Received Note)	Box	04.09.2000

Item	Official Ref. No.	Description	Physical Form	Period Covered
58	051 - 100	Standard Form 20.4.4.1 (Purchase Order)	Box	Unused
59	0701 - 0750	Standard Form 20.4.4 (Purchase Order - Good)	Box	20.09.2000
60		Stores Ledger	Box	1993 - 1997

Any person May submit to the Public Records Appraisal Committee, through the Deputy Director of the National Archives Department, written objections to the destruction of the above - listed records, **within a period of thirty days**, of the date of publication of this Notice in the **Government Gazette**. A Government Officer who objects to their destruction should submit his/her objection through the Head of his/her Ministry or Department.

After the expiration of the period mentioned, no objections will be considered and the records will be destroyed.

14 October 2024

**National Archives Department
Ministry of Arts & Cultural Heritage**