

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-330-80-09

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1a is superseded by GRS 5.2, item 020 (DAA-GRS-2017-0003-0002).

Item 1b is a direction to use applicable GRS items, so not an authority in itself.

OSD concurred in GRS supersession, 4/12/21.

Date Reported: 04/13/2021

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

7/15/80

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Office of the Secretary of Defense

2. MAJOR SUBDIVISION
Washington Headquarters Services

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

J. E. Haines

5. TEL. EXT.

695-0970

LEAVE BLANK	
JOB NO	
NC1-330-80-9	
DATE RECEIVED	
July 17, 1980	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
7-23-80 Date	<i>[Signature]</i> Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ A Request for immediate disposal.

☒ B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
9 Jul 80	<i>[Signature]</i> James S. Nash	Records Administrator
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.
1	Request authority to dispose of the following records after conversion to microfiche: Employment Application - GRS 1 item 15 Grievance Appeals File - GRS 1 item 31a Adverse Action Files - GRS 1 item 31b This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-506 DISPOSITION: a. PAPER RECORDS. Destroy when ascertained that reproduced copies have been made in accordance with GSA Regulations and are adequate substitutes for the paper records. b. MICROFORMS. Destroy in accordance with disposition instructions specified in the General Records Schedules for the respective item number listed above. OSD/Haines concurs in above amendments.	
		10. ACTION TAKEN
		2 items

copies to NARS and agency