

RG 40

REQUEST FOR AUTHORITY  
 TO DISPOSE OF RECORDS

(For instructions on the use of this form see National Archives Manual  
 on the Disposition of Federal Records)

TO: THE ARCHIVIST OF THE UNITED STATES,  
 NATIONAL ARCHIVES, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)  
 DEPARTMENT OF COMMERCE

2. MAJOR SUBDIVISION  
 Office of the Secretary

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
 Ivy V. Parr

5. TEL. EXT.  
 189X3630

LEAVE BLANK	
DATE RECEIVED JUN 26 1974	JOB NO.
DATE APPROVED NC	174-271

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

7-5-74  
 Date *James B. Rhoads*  
 Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

- A The records have ceased to have sufficient value to warrant further retention.
- B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.
- C The records will have ceased to have sufficient value to warrant retention in their original form by virtue of the fact that the microphotographic copies, made in accordance with standards of the National Archives Council, will be adequate substitutes for the original records.

June 14, 1974 *Ivy V. Parr*  
 (Date) (Signature of Agency Representative)

Records Mgmt. Officer  
 (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	National Archives Job No. NN 172-107 <u>Amendment No. 1</u> Authority is requested to amend the Records Control Schedule for the Office as follows:		
1	Pages 16-19, Items 84-95. Delete the titles of Deputy Assistant Secretary for Economic Policy Review and Deputy Assistant Secretary for Industry Economics and assign their records to the Deputy Assistant Secretary for Economic Affairs. Delete Items 86-87 and 90 since these records no longer accumulate. Disposal authority covering these records will continue in effect until after final disposition of them has been made.		
2	Page 50, Item 264. Make the retention period read: Retire to SHA when 1 month old, and dispose when 6 months old.	NN-172-107 145	
3	Page 58, Item 307a. Delete the retention period and add: Dispose when 10 years old.	NN-172-107 25712	
Copy sent to Agency + FRC 7/11/74			2 items