

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec'd NCD 75 Apr 80/14

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

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

377-3630

LEAVE BLANK

JOB NO

NC1-40-80-2

DATE RECEIVED

4-25-80

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

8-30-82 *[Signature]*
Date 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

4-22-80

D. SIGNATURE OF AGENCY REPRESENTATIVE

Ivy V. Parr

E. TITLE

Departmental Records Mgmt. Officer

7. ITEM NO

1

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

Summary Print and Publication Magnetic Tapes

Intermediate magnetic tapes used in the preparation of various statistical outputs involving the issuance of statistical publications or unpublished reports or data. Typically such tapes are involved in statistical report preparation to manipulate data obtained in machine readable format from various Commerce operating units such as Bureau of the Census, other Government agencies, international organizations, or commercial concerns or other private organizations

Dispose of data after publication or completion and verification of the particular statistical report concerned.

MASS DATA CHANGE NOT REQUIRED.

9. SAMPLE OR JOB NO

10. ACTION TAKEN

1 item

*Closed out: 9-10-89 CM
Copies to Agency, NDF, or NDS*