

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCL-370-82-1
DATE RECEIVED	March 29, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-20-82 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)
DoC/National Oceanic & Atmospheric Administration

2. MAJOR SUBDIVISION
National Ocean Survey

3. MINOR SUBDIVISION
Aeronautical Charting & Cartography

4. NAME OF PERSON WITH WHOM TO CONFER
Richard Roberts

5. TEL EXT
443-8595

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	7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3-18-82	<i>[Signature]</i>	Departmental Records Officer	1607-04	<p><u>Subscription files.</u> Documents relating to new or revised subscriptions for charts or related publications.</p> <p>1. Original records: Destroy when microfiche is determined to be adequate substitute. If not microfiched, destroy when 3 years old.</p> <p>2. Microfiche: Cut off when subscription becomes inactive or all frames are filled, whichever is sooner. Destroy 3 years later.</p> <p>This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.</p>	NC-370-75-4:131	2 items

M.D. Change sheet Not Required.

*Closed Out: 4-26-82: K.T.D.
Copy to Agency & NNF*