

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)  
WASHINGTON, DC 20408

1. FROM (Agency or establishment)  
Department of Defense

2. MAJOR SUBDIVISION  
Defense Logistics Agency

3. MINOR SUBDIVISION  
Information Operations

4. NAME OF PERSON WITH WHOM TO CONFER  
Allen Easterly

5. TELEPHONE  
(703) 767-2168

LEAVE BLANK (NARA use only)

JOB NUMBER *NA-361-01-2*

DATE RECEIVED *1/31/2001*

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE *7-6-01* ARCHIVIST OF THE UNITED STATES  
*[Signature]*

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the ~~attached~~ *3* page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE *12/18/2000* SIGNATURE OF AGENCY REPRESENTATIVE *[Signature]* TITLE *Records Administrator*

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>284.40P Safety and Health Information Reporting system (SHIRS). Hazard reports and related information; accident investigations; and survey and inspection reports used to produce an Occupational Safety and Health Log and Summary required by law and to meet the requirements of Executive Order 12196. (Destroy/erase after 30 years).</p> <p>Note: All of these records are considered "employee exposure records" which are governed by 29 CFR 1910.1020. Employee exposure records shall be maintained for 30 years (29 CFR 1910.1020(d)(1)(ii)).</p>	New	