

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-361-86-3	DATE RECEIVED 6-23-86
1. FROM (Agency or establishment) Defense Logistics Agency		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Staff Director, Administration		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION Resources Management Division			
4. NAME OF PERSON WITH WHOM TO CONFER Mervyn Jones	5. TELEPHONE EXT. 274-6234	DATE 5-13-87	ARCHIVIST OF THE UNITED STATES <i>Frank R. Burke</i>
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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 6/13/86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Preston B. Speed</i>	D. TITLE Chief, Administrative Management Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1	234.15 Model Installation Program (MIP) Files - Documents accumulated in the initiation, analysis and implementation of the Model Installation Program (MIP). a. Documents pertaining to overall policy, procedures and administration of the MIP. (1) (Headquarters, DLA, Office of Policy and Plans, Policy Development and Evaluation Branch - Destroy after 5 years. (2) Other offices - Destroy when superseded, obsolete, or no longer needed for reference purposes). b. MIP proposals, case files, reports and supporting documents. (1) (Headquarters, DLA, Office of Policy and Plans and Primary Level Field Activity MIP Managers - Destroy 3 years after disapproval, completion of testing, or permanent implementation, as applicable. (2) Other offices - Destroy when superseded, obsolete, or no longer needed for reference purposes).	(NEW)	4 items