

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) Defense Logistics Agency	
2. MAJOR SUBDIVISION Staff Director, Administration	
3. MINOR SUBDIVISION Planning and Resource Management Division	
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE
Judith S. Saulnier	(703) 274-6234

<b>LEAVE BLANK (NARA use only)</b>	
JOB NUMBER N1-361-93-5	
DATE RECEIVED 4-5-93	
<b>NOTIFICATION TO AGENCY</b>	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 10-27-93	ARCHIVIST OF THE UNITED STATES <i>Creedy, Hankamp Peters</i>

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 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, 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 29 MAR 1993	SIGNATURE OF AGENCY REPRESENTATIVE <i>Preston B. Speed</i> PRESTON B. SPEED	TITLE Chief, Administrative Management Branch
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Disposal authority is requested for the following new series to be added to Defense Logistics Agency's records schedule, DLAM 5015.1, Files Maintenance and Disposition.		
1	217.10 Logistics Systems Management. Improvement studies, evaluations, analyses, system changes, procedures, and related correspondence and backup materials used in the development and administration of DoD logistics systems, standards, and programs. (Destroy after 5 years.)	New	
2	217.20 Logistics Systems Committee Files. Records accumulated as a result of the operation of committees, such as Process Review Committees, established to review and resolve issues concerning the development, implementation, and maintenance of various DoD logistics functional areas. (Destroy after 5 years.)	New	
3	832.82 Plant Clearance Files. Notices of acceptance of inventory schedules, inventory verification surveys for contractor inventory/termination inventory, reports of excess personal property, plant clearance case summary forms, contractor inventory schedules, requisition and invoice/shipping documents, scrap warranties, correspondence, and related documents used to dispose of Government property in the possession of contractors. (When closed, transfer contents of file to ACO for inclusion in contract file.)	830.60 NN-168-94	

*Copies sent to Agency 12/10/93*

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
4	832.84 Plant Clearance Registers. Registers maintained on electronic media reflecting the assignment of plant clearance case numbers to plant clearance cases and used for cross reference to related contracts. (Delete 6 years after close of related contracts.)	830.66 <i>GRS 23 Item 8</i>	