REQUEST FOR RECORDS DISPOSITION AUTHORITY

(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
DLA Administrative Support Center

3. MINOR SUBDIVISION
Office of Planning & Resource Management

4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE
Allen Easterly	(703) 274-7734

LEAVE BLANK (NARA use only)

JOB NUMBER N1-361-95-1

DATE RECEIVED 1/3/95

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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	ARCHIVIST OF THE UNITED STATES
5-8-95	Trudy Huskamp Peterson (for)

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 _____ 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,

[X] is not required; [ ] is attached; or [ ] has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
11/15/94	Jack S. Carver JACK S. CARVER	Chief, Office Systems Div. Off. Planning & Res. Mgt.

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	940.05 Foreign Military Sales (FMS) Transportation Case Files. Case files which contain all records required to monitor and process the delivery of material and services to FMS customers, from receipt to closing of the case. Includes Government Bills of Lading (GBL), Commercial Bills of Lading (CBL), Notices of Availability (NOA), Transportation Control Movement Documents (TCMD), Issue Release/Receipt Documents (IRRD), inspection and receiving reports, air bills, supply transactions, transfer to carrier documents, acceptance data and all similarly related materials used to effect transfer of FMS shipments to carriers. NOTE: For convenience of search and retrieval, these files should be maintained in document number sequence. (Cutoff and end of Fiscal Year, maintain in current file area for 2 years, then retire to Federal Records Center. Destroy when 30 years old.) Copies sent to agency, NCF 5/16/95	NEW	