

**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  
**Customer Service Division**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Judith S. Saulnier**

5. TELEPHONE  
**703-767-2029**

**LEAVE BLANK (NARA use only)**

JOB NUMBER  
**NI-361-95-2 (Substitute)**

DATE RECEIVED  
**7-12-95**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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  
**7-23-96**

ARCHIVIST OF THE UNITED STATES  
*John W. Paul*

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,

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

DATE <b>2/8/96</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> <b>GARY L. SIMPSON</b>	TITLE <b>Chief, Customer Service Division</b>
-----------------------	--	--

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1 2 3	Disposition authority is requested for the following new series to be added to the Defense Logistics Agency's records schedule, DLAI 5015.1, Files Maintenance and Disposition. <i>(relating to appropriated funds)</i> 350.56 Wage Rates, Schedules of full-scale wage surveys, requests for changes to surveys and survey schedules, minutes of meetings, comments, recommendations and justifications, collected and supplemental wage data concerning regular and overtime rates, bonuses, incentives, and shift differentials, data summaries, wage schedules, notifications of wage schedule applications, and similar information used to determine and apply base rate schedules for wage grade jobs. a. DCPMS Wage Setting Division (1) Wage Survey data maintained in electronic form. (Permanent. Transfer to the National Archives in annual increments along with related documentation (code books, file layouts, etc.) (2) All other records. (Destroy after 20 years.) b. DCPMS Regional Offices. (Destroy when superseded or no longer needed, whichever is sooner.) <del>Arranged by geographic area; accumulation: 50 cu ft annually</del>	<i>[Amended by R. Wire per J. Saulnier, 3-23-98]</i> MARKS 690-5001 NI-AU-90-23	

# 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  
Judith Saulnier (703) 274-7734  
new 767-2040

LEAVE BLANK (NARA use only)

JOB NUMBER  
NI-361-95-2

DATE RECEIVED  
7-12-95

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

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,

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

DATE: 1/7/95 SIGNATURE OF AGENCY REPRESENTATIVE: *Jack S. Carver* TITLE: Chief, Office Systems Div  
Ofc Planning & Resource Management

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Disposal authority is requested for the following new series to be added to the Defense Logistics Agency's records schedule, DLAI 5015.1, Files Maintenance and Disposition.</p> <p>350.56 Wage Rates. Schedules of full-scale wage surveys, requests for changes to surveys and survey schedules, minutes of meetings, comments, recommendations and justifications, collected and supplemental wage data concerning regular and overtime rates, bonuses, incentives, and shift differentials, data summaries, wage schedules, notifications of wage schedule applications, and similar information used to determine and apply base rate schedules for wage grade jobs.</p> <p>a. DCPMS Wage Setting Division. (Permanent. Place in inactive file on completion of succeeding full-scale survey. Cutoff inactive file at the end of the year, hold 1 year, and retire to FRC. Transfer to National Archives in 5-year blocks when 30 years old.)</p> <p>b. DCPMS Regional Offices. (Destroy when superseded or no longer needed, whichever is sooner.)</p> <p>Arranged by geographic area; Accumulation: 50 cu ft annually</p>	<p>MARKS 690-500i NCI-AU-78-51</p>	<p>See substitute SF 115.</p>