

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER

N9-361-00-01

DATE RECEIVED

JAN 11 2000

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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

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  
Chief Information Office

4 NAME OF PERSON WITH WHOM TO CONFER  
Allen Easterly  
Records Manager

5 TELEPHONE  
(703) 767-2168

**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

SIGNATURE OF AGENCY REPRESENTATIVE

TITLE

CARLA A. VON BERNEWITZ  
Chief Information Officer

12/28/99

*Carla*

7  
ITEM  
NO

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9 GRS OR  
SUPERSEDED  
JOB CITATION

10. ACTION  
TAKEN (NARA  
USE ONLY)

The attached pages contain proposed disposition instructions for electronic records, in accordance with the requirements of NARA Bulletin 99-04. All proposed items are new to the DLA Records Schedule and do not supersede previous citations. The proposed series pertains to records covered by the following disposition authorities: N1-361-91-12, N1-361-91-3, NC1-361-76-5, N1-361-97-2, N1-361-91-11, N1-361-90-04, N1-361-91-7, N1-361-96-1, NN-168-94, N1-361-87-1, N1-361-97-4, N1-361-91-15, N1-361-91-5, N1-361-93-3, NN-168-94, N1-361-75-1, N1-361-90-02, N1-361-90-3, N1-361-92-03, N1-361-93-7, NC1-361-76-8, NN-168-94, NC-361-75-3, NC1-361-76-5, N1-361-93-8, N1-361-87-1, NC1-361-77-1, NC1-361-84-6, N1-361-93-5, N1-361-94-3, N1-361-91-1, N1-361-89-5, N1-361-97-3, N1-361-94-4, N1-361-91-17, NN-168-94, N1-361-95-2, N1-361-93-4, NN-168-94, N1-361-87-2, N1-361-90-01, N1-361-93-9, N1-361-92-02, NC1-361-81-8, NC1-361-76-10, N1-361-87-1, NC1-361-77-3, NC1-361-86-2, N1-361-97-01, N1-361-91-16, N1-361-91-18, N1-361-91-14, N1-361-97-4, NC1-361-93-2, NC1-361-81-13, N1-361-91-04, N1-361-93-4, N1-361-91-13, NC1-361-76-13, N1-361-93-5, NN-168-94, N1-361-91-06, N1-361-92-1, NN-168-94, N1-361-91-10, N1-361-95-1, N1-361-91-10, N1-361-91-19, NC1-361-76-13, NC1-361-82-5, NN-168-94, N1-361-92-5, N1-361-89-2, NN-168-94, NC1-361-81-1, N1-361-92-4.

Withdrawn

110.03 Electronic copies of records accumulated by any DLA functional area. NOTE: This series pertains only to electronic copies other than the recordkeeping copy. Refer to record series elsewhere in the DLA Records Schedule for guidance on the recordkeeping copy.

110.03A. Electronic copies created on electronic mail and word processing systems for all series of records, except those listed under Items 110.03B - 110.03F. (Delete after recordkeeping copy has been produced).

110.03B. Electronic copies of legal opinions created on electronic mail and word processing systems. (Delete when 3 years old).

110.03C. Electronic copies of publications created on word processing systems and used for dissemination, revision or updating. (Delete when dissemination, revision or updating is completed).

110.03D. Electronic copies of speeches as printed and distributed created on word processing systems and used for dissemination, revision, or updating. (Delete when dissemination, revision, or updating is completed).

110.03E. Electronic copies of annual reports created on word processing systems. (Delete when 5 years old).

110.03F. Electronic copies of directives and other issuances maintained for access by staff and public. (Delete when superseded or canceled).