

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

44 items

341

TO: **GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

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DATE RECEIVED MAR 11 1976	JOB NO. NC 1-361-76 - 8
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<i>6-1-76</i> (Date)	<i>James B. Rhoads</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
Defense Supply Agency
2. MAJOR SUBDIVISION
Staff Director, Administration
3. MINOR SUBDIVISION
Administrative Management Division
4. NAME OF PERSON WITH WHOM TO CONFER
Mr. Peter I. Tomai
5. TEL. EXT.
274-6234
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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

[Signature]

3 MAR 1976

WILLIAM A. SMITH

Chief, Administrative Mgmt Division

Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<u>Standardization (General) (720.01)</u> Current disposition standard: a. Engineering Programs Division, Technical and Logistics Services Directorate, Headquarters Defense Supply Agency and Supply Centers - Permanent b. Other Offices - Destroy when superseded, obsolete, or no longer needed for reference. * Recommended standard: a. Engineering Programs Division, Technical and Logistics Services Directorate, Headquarters, Defense Supply Agency and Supply Centers - Destroy after <i>within</i> 5 years <i>old</i> . b. Other Offices - Destroy when superseded, obsolete, or no longer needed for reference.		
2	<u>National Standardization Organization Liaison (720.05)</u> * (same disposition as 720.01)		
3	<u>Interdepartmental Standardization Liaison (720.10)</u> * (same disposition as 720.01)		
4	<u>International Standardization (720.15)</u> * (same disposition as 720.01)		

*Copies Agency + NCW
6-3-76A*

5/25/76 - Changes with approval of Ann Niewicz (PPL)

8/11/76 - Copies to all Centers (PL)

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
5 *	<u>Standardization Progress Reports (720.25)</u> (same disposition as 720.01)		
6 *	<u>Standardization Studies (720.30)</u> (same disposition as 720.01)		
7 *	<u>Specifications, Standards, and Handbooks (720.35)</u> (same disposition as 720.01)		
8 *	<u>Industry Standards (720.40)</u> (same disposition as 720.01)		
9 *	<u>Deviations and Waivers from Specifications and Standards (720.50)</u> (same disposition as 720.01)		
10 *	<u>Qualification Procedures and Qualified Products Lists (720.60)</u> (Same disposition as 720.01)		
11 *	<u>Item Reductions and Item Entry Control (720.70)</u> (Same disposition as 720.01)		
12 *	<u>GSA-DSA Programs (720.95)</u> (same disposition as 720.01)		
13 *	<u>Cataloging (General) (730.01)</u> Current disposition standard: Cataloging and Technical Data Division, Technical and Logistics Services, Headquarters Defense Supply Agency and Defense Logistics Service Center - Permanent. Other Offices - Destroy when superseded, obsolete or no longer needed for reference.		
	Recommended standard: a. Cataloging and Technical Data Division, Technical and Logistics Services, Headquarters Defense Supply Agency and Defense Logistics Service Center - Destroy after <i>when</i> 3 years old . b. Other Offices - same as above		

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7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
14 *	<u>Cataloging Programs (730.10)</u> (same disposition as 730.01)	Have 14 and 15 a. Hqrs. DSA. Permanent. Open to NARS when 5 years old.	
15 *	<u>Cataloging Progress Reports (730.15)</u> (same disposition as 730.01)	b. Supply Centers. Destroy when 5 years old.	
16 *	<u>Classification Studies (730.20)</u> (same disposition as 730.01)	c. Other Offices. Same as 720.01 b.	
17 *	<u>Materiel Identification Studies (730.25)</u> (same disposition as 730.01)		
18 *	<u>Catalog Publication Studies (730.30)</u> (same disposition as 730.01)		
19	<u>Technical Data Support Projects (750.05)</u> Current disposition standard: Plans, Programs and Systems Directorate and Technical and Logistics Services Directorate, Headquarters Defense Supply Agency - Permanent Other Offices - Destroy after 5 years or when obsolete, superseded, or no longer needed, which- ever is sooner. Recommended standard: a. Technical and Logistics Services Directorate, Headquarters Defense Supply Agency - Destroy after 10 years. b. Other Offices - same as above.		
20	<u>Technical Data Acquisitioning (Government Sources)</u> <u>(750.10)</u> Current disposition standard: Plans, Programs and Systems Directorate and Technical Logistics Services, Headquarters Defense Supply Agency - Permanent Other Offices - Destroy after 5 years or when obsolete, superseded or no longer needed, whichever is sooner.		

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7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
*	Recommended standard: a. Technical and Logistics Services Directorate, Headquarters Defense Supply Agency - Destroy after 10 years. b. Other Offices - same as above		
21	<u>Technical Data Acquisitioning (Non-Government Sources)</u> <u>(750.15)</u> Current disposition standard: Plans, Programs and Systems Directorate and Technical and Logistics Services, Headquarters Defense Supply Agency - Permanent Other Offices - Destroy after 5 years or when obsolete, superseded or no longer needed, whichever is sooner.		
*	Recommended standard: a. Technical and Logistics Services Directorate, Head- quarters, Defense Supply Agency - Destroy after 10 years. b. Other Offices - same as above.		