

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO. NC1 361 78 5	
DATE RECEIVED 1 FEB 1978	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
2-8-78 Date	<i>[Signature]</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Defense Logistics Agency

2. MAJOR SUBDIVISION
Staff Director, Administration

3. MINOR SUBDIVISION
Administrative Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Peter I. Tomai

5. TEL. EXT.
274-6250

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE <u>26 JAN 78</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> WILLIAM A. SMITH	E. TITLE Chief, Administrative Management Division
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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
	<p><u>Contractor Transportation Performance (600.40)</u> Documents relating to a contractor's performance of transportation and traffic management services authorized in connection with expenditure of Government funds.</p> <p>a. Documents pertaining to the delegation of traffic management authority with respect to shipments on behalf of the government, evaluation of contractor's transportation capabilities and facilities, and supplemental operating instructions which reasonably can be anticipated to remain in effect more than one full year.</p> <p>Destroy when superseded, obsolete or no longer needed for reference.</p> <p>b. Correspondence, reports, shipment performance records and supporting documents relating to contractor implementation and completion of Government shipping policies and procedures.</p> <p>Destroy after 1 year.</p>		

*sent to agency, NCR, all FRO's - 2/10/78
2 items*