

# NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-361-79-01

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 03/03/2022

## **ACTIVE ITEMS**

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All other items remain active.

## **SUPERSEDED AND OBSOLETE ITEMS**

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Items 2a, 2b, and 2c were superseded by DAA-GRS-2013-0003-0001

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

*Rec. 10/28/78*  
LEAVE BLANK

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

JOB NO  
**NC1 361 79 1**

1 FROM (AGENCY OR ESTABLISHMENT)  
Defense Logistics Agency

DATE RECEIVED  
**OCT 25 1978**

2 MAJOR SUBDIVISION  
Staff Director, Administration

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

3 MINOR SUBDIVISION  
Administrative Management Division

4 NAME OF PERSON WITH WHOM TO CONFER  
Ms. Anne Nicewicz

5 TEL EXT  
274-6234

*1-11-79*  
Date *James B. Rhoads*  
Archivist of the United States

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 2 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 <i>16 Oct 78</i>	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> PETER I. TOMAI	E TITLE Chief, Records Management Branch Administrative Management Division
----------------------------	--	---

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<u>Real Property Outgrants</u> (513.12) Documents relating to the temporary use of DLA controlled real property for outgrant by permit, lease, license, easement, and similar purposes. (Destroy 2 years after termination of outgrant).		
2	<u>Leasing of Real Property</u> (511.50) Documents relating to acquisition of real property by lease and the release of such property by lease termination, such as leasing agreements, notices of renewal, releases, supplemental agreements, notices of cancellation, appraisals, and related correspondence.  (a) Destroy files pertaining to leases for less than \$50,000 per annum 6 years after close of the calendar year of termination and final payment (b) Destroy files pertaining to leases for \$50,000 or more 10 years after termination and final payment. (c) Files which relate to an unsettled claim, incomplete investigation, or pending litigation will not be destroyed until settlement of the claim or completion of the investigation or litigation.		<i>4 items</i>

*sent to All FRC's + Agency*  
*MA 1-18-79*