

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

*NNM*

*4/6/81*

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  
**Resources Management Division**

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

5 TEL EXT  
**274-6234**

**LEAVE BLANK**

JOB NO  
**NCI-361-81-7**

DATE RECEIVED  
**April 6, 1981**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

**6-12-81** *[Signature]*  
Date 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 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: **1 Apr 81**

D SIGNATURE OF AGENCY REPRESENTATIVE: *[Signature]*  
**PRESTON B. SPEED**

E TITLE: **Chief, Administrative Management Branch  
Resources Management Division**

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p><u>Special Analysis Reports (460.20)</u> Reports and other documents relating to special analysis of functional actions to identify or resolve deficiencies revealed by audit reports, observations, and other means.</p> <p>Destroy after 5 years or when no longer needed for current operations, whichever is sooner.</p>	<p><i>NEW</i> <i>new</i></p>	<p><i>1 item</i> <i>1 item</i></p>

*Closed Out: 6-22-81: K.T.D.  
Copy to NNM & Agency*