

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	N1-374-89-10
1. FROM (Agency or establishment) Defense Nuclear Agency		DATE RECEIVED	3/20/89
2. MAJOR SUBDIVISION Command Services Directorate, Asst Dir/ Log & Engr		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Support Services Division		In accordance with the provisions of 44 U.S.C 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4. NAME OF PERSON WITH WHOM TO CONFER Pauline E. Korpanty	5. TELEPHONE EXT. 325-1162	DATE 6/15/89	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 3 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 6 Mar 89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Pauline E. Korpanty</i>	D. TITLE DNA Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<u>304 Auditing Services Files</u> Attached as pages 2-3 is the revised subject schedule.	N1-374-89-14	

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AUDITING SERVICES FILES. These files relate to audits performed primarily by the General Accounting Office and the DOD Inspector General's Office in performance of designated missions and to internal review, internal control, nonappropriated fund audits, and other reviews, surveys, studies, and reports. The GAO and DOD IG related material accumulates mainly in the Special Activities Division, Directorate for Plans, Programs and Requirements, Headquarters, DNA (NC1-374-81-14, 304)

304.01 GAO AUDIT REPORTING FILES. Documents relating to reports of audit made by GAO. Included are notices of intent to audit, copies of documents furnished GAO representatives, copies of tentative findings and recommendations, advance notice of major findings, reports of major findings, report of exit conferences, draft reports, final reports, followup progress reports, comments relating to the reports, and comparable documents. (NC1-374-81-14, 304.01)

NOTE: Documents accumulated by offices other than those designated as point of contact should be identified with the function of the accumulating office.

a. Final GAO reports, final replies to GAO final reports; and GAO notification that the report has been closed out:

DESTROY AFTER 10 YEARS IN CFA (i.e. FY 1987 IN OCTOBER 1987).

b. Remaining documents:

DESTROY AFTER NOTIFICATION THAT THE FINAL REPORT HAS BEEN CLOSED OUT BY THE GAO.

304.02 DODIG AUDIT REPORTING FILES. Documents relating to reports of audit made by DODIG. Included are notices of intent to audit, copies of documents furnished DOD IG representatives, copies of tentative findings and recommendations, advance notice of major findings, reports of major findings, report of exit conference, draft reports, final reports, followup progress reports, comments relating to the reports, and comparable documents. ~~(NC1-374-81-14, 304.02)~~

NOTE: Documents accumulated by offices other than those designated as point of contact should be identified with the function of the accumulating office.

Office serving as DOD IG point of contact:

a. Final DOD IG reports, replies to DOD IG final reports; and DOD IG notification that the report has been closed out:

DESTROY AFTER 10 YEARS IN CFA (i.e. FY 1987 IN OCTOBER 1987).

b. Remaining documents:

**DESTROY AFTER NOTIFICATION THAT THE FINAL REPORT HAS BEEN CLOSED OUT
BY THE DOD IG.**

~~304.03 **NONAPPROPRIATED FUND AUDIT FILES.** Documents relating to the performance
of scheduled and special audits of nonappropriated fund activities.
Included are audit reports, auditors' workpapers, and related documents.
(NC1-374-81-14, 304.02)~~

DESTROY AFTER COMPLETION OF NEXT AUDIT.