


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		<b>LEAVE BLANK</b>	
<b>TO: GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		<b>JOB NO.</b> <i>N1-374-89-24</i>	<b>DATE RECEIVED</b> <i>5/12/89</i>
<b>1. FROM (Agency or establishment)</b> <b>Defense Nuclear Agency</b>		<b>NOTIFICATION TO AGENCY</b>	
<b>2. MAJOR SUBDIVISION</b> <b>Directorate for Command Services, Asst for Log &amp; Engr</b>		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
<b>3. MINOR SUBDIVISION</b> <b>Support Services Division</b>		<b>DATE</b> <i>5/1/89</i>	
<b>4. NAME OF PERSON WITH WHOM TO CONFER</b> <b>Pauline E. Korpanty</b>	<b>5. TELEPHONE EXT.</b> <b>325-1162</b>	<b>ARCHIVIST OF THE UNITED STATES</b> 	
<b>6. CERTIFICATE OF AGENCY REPRESENTATIVE</b>			

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

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
308	<u>NONAPPROPRIATED FUND ACCOUNTING FILES.</u> (See attached page 2 of revised schedule.)	New submission	

308      NONAPPROPRIATED FUND ACCOUNTING FILES. These files accumulate from certain revenue producing and welfare activities designed to contribute to the pleasure, comfort, contentment, and mental and physical improvement of military personnel of the Defense Nuclear Agency. These files accumulate in the Office of the Unit Fund Custodian, Headquarters, DNA. (NEW)

308.01   NONAPPROPRIATED FUND ACCOUNT FILES. Documents on the receipt, disbursement, and administration of nonappropriated funds such as Welfare, Unit, and similar funds. Included are:

- a. Council books.
- b. Cash receipts.
- c. Check books.
- d. Cancelled checks.
- e. Deposit slips.
- f. Bank statements.
- g. Vouchers.
- h. Invoices.
- i. Financial statements and reports.
- j. Authorization control records.
- k. Other documents constituting an integral part of the accounting system for such funds.

Proposed Disposition

**DESTROY WHEN 3 YEARS OLD (i.e. FY 1987 IN OCTOBER 1990) OR AFTER DOD IG AUDIT/INSPECTION, WHICHEVER IS LATER.**