

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NC1 330 78 2
DATE RECEIVED	22 DEC 1977
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	2-27-78 <i>James S. Nash</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Office of the Secretary of Defense

2. MAJOR SUBDIVISION
Assistant Secretary of Defense (C)

3. MINOR SUBDIVISION
Washington Headquarters Services Records Manager

4. NAME OF PERSON WITH WHOM TO CONFER
James S. Nash

5. TEL. EXT
695-0970

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
16 Dec 77	<i>James S. Nash</i>	Records Administrator

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Freedom of Information Program Case Files. This is an automated data bank of retrievable information relating to FOI requests. It includes name of requester, data requested, cost, action office, abstract, answers, etc. (See attached SF 7036) recorded on machine-readable magnetic tape Disposition: Destroy when no longer required for reference purposes.		
2.	DoD Text Review. Public utterances of SECDEF, Chairman, of JCS, Services Secretaries, Chiefs of Staff and other high officials of Defense Department, (See attached SF 7036) recorded on machine-readable magnetic tape. Hard copies of public utterances are retired in accordance with approved disposition schedule. Disposition: Destroy when no longer make available to NARS 6 months after no longer required for reference purposes.		

gn
Above change made with OSD approval
Sent to agency, NNR, NNM - 3/2/78
gn 2-17-78
2 items