

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

*Rec. 11/22/78*  
**LEAVE BLANK**

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  
**Washington Headquarters Services**

3 MINOR SUBDIVISION  
**Records Management Division**

4 NAME OF PERSON WITH WHOM TO CONFER

**J. E. Haines**

5. TEL EXT

**695-0970**

JOB NO

**NO 1 880 79 4**

DATE RECEIVED

**24 NOV 1978**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

*7-23-79*  
Date *James S. Nash*  
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

**Nov 14, 78**

D SIGNATURE OF AGENCY REPRESENTATIVE

*James S. Nash*  
**James S. Nash**

E TITLE

**Records Administrator**

7  
ITEM NO

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

9.  
SAMPLE OR  
JOB NO

10.  
ACTION TAKEN

**1209-07**

**Energy Policy**

**1209-07.1**

Documents relating to preparing, coordinating, issuing and interpreting policy, direction, regulatory instructions and comparable records pertaining to the energy program in DoD. **OFFER TO NARS WHEN 25 YEARS OLD.**

Permanent. Transfer to WNRC when no longer required for reference.

**1209-07.2**

Studies, reports, analyses made to measure energy conservation and the effectiveness of current practices or proposed plans.

Transfer to WNRC when superseded. Destroy when 15 years old.

**1209-07.3**

**NATO Energy Files**

Documents related to the operation of the Central Europe Pipeline System (CEPS).

(Cont'd next page)

**4 ITEMS**

115-107

*Copy sent to Agency: KCD: 1/25/79*

**COPIES SENT TO NNB, NNM, NCW JMS 2-30-79**

**STANDARD FORM 115**  
Revised April, 1975  
Prescribed by General Services  
Administration  
FPMR (41 CFR) 101-11.4

## Request for Records Disposition Authority - Continuation

JOB NO

PAGE OF  
2 of 2

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1209-07.3	<p>NATO Energy File (Cont'd)</p> <p>a. Documents which monitor the NATO Tariffs and NATO Budget. This consists of copies of charges paid for pipeline storage and transportation, as well as payments for repairs and maintenance. Copies of the contributions of each NATO nation towards these expenses.</p> <p>Destroy when 3 years old.</p> <p>b. Documents which recommend policy related to the CEPS operations.</p> <p>Permanent. Transfer to WNRC when no longer required for reference. Make available to NARS when 25 years old.</p>		