

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

6/16/81

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

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| LEAVE BLANK  |
| JOB NO<br>NC1-330-81-6   |
| DATE RECEIVED<br>June 16, 1981   |
| NOTIFICATION TO AGENCY<br>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. |
| 8/7/81 <i>Edward Ullman</i><br>Date acting Archivist of the United States  |

|   |                         |
|---|-------------------------|
| 1. FROM (AGENCY OR ESTABLISHMENT)<br>Office of the Secretary of Defense |                         |
| 2. MAJOR SUBDIVISION<br>Washington Headquarters Services                |                         |
| 3. MINOR SUBDIVISION<br>Records Management Division                     |                         |
| 4. NAME OF PERSON WITH WHOM TO CONFER<br>J. E. Haines                   | 5. TEL EXT.<br>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 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<br>10 Jun 81 | D. SIGNATURE OF AGENCY REPRESENTATIVE<br><i>E. E. Lowry Jr.</i><br>E. E. Lowry, Jr. | E. TITLE<br>OSD Records Administrator |
|----------------------|---|---------------------------------------|

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)  | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
| 1.          | <p>Modify Paragraph 1301-17 to OSD Administrative Instruction No. 15, dated 28 April 1981 as follows:</p> <p>1301-17 Unsolicited Proposals. Correspondence records from individuals proposing the use of their inventions or suggestions to improve the Defense Department. Files consist of case projects including, if warranted, feasibility studies and investigations.</p> <p>1. Accepted suggestions or inventions of a significant nature which could later result in litigation.</p> <p>2. Rejected suggestions or inventions of a significant nature which could later result in litigation.</p> <p>3. Rejected suggestions or inventions of an insignificant nature.</p> <p>(Continued in next page)</p> | (NEW)                | 3 ITEMS          |

**Request for Records Disposition Authority - Continuation**

JOB NO.

PAGE OF  
2 of 2

| 7.<br>ITEM NO | 8. DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)  | 9.<br>SAMPLE OR<br>JOB NO. | 10.<br>ACTION TAKEN |
|---------------|--|----------------------------|---------------------|
|               | <p>Modification of Paragraph 1301-17 of OSD AI 15 dated 28 April 1981<br/>(Continued)</p> <p>NOTES:</p> <p>1. Present volume of Unsolicited Proposals:</p> <p>    Category "1": (Accepted suggestions or inventions of a significant nature which would later result in litigation) - number of cubic feet - 15.</p> <p>    Category "2": (Rejected suggestions or inventions of a significant nature which would later result in litigation) - number of cubic feet - 10.</p> <p>    Category "3": (Rejected suggestions or inventions of an insignificant nature) - number of cubic feet - 0.</p> <p>2. Approximate annual accumulation in each category:</p> <p>    Category "1" - 2 cubic feet</p> <p>    Category "2" - 1 cubic feet</p> <p>    Category "3" - 1 cubic feet</p> <p>3. These records are located in the Office of the Under Secretary of Defense (Research and Engineering) and are filed alphabetically by name and year.</p> |                            |                     |