

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

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

1. FROM (AGENCY OR ESTABLISHMENT)  
U.S. Energy Research and Development Administration

2. MAJOR SUBDIVISION  
ERDA Offices

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
Robert K. Carpenter

5. TEL EXT  
353-4152

6. CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED <b>12 MAY 1977</b>	JOB NO
<b>NC 1 430 77 8</b>	
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 "with-drawn" in column 10	
6-13-77 (Date)	<i>James B. Rhoads</i> Archivist of the United States

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

5/16/77 *Loren E. Rademacher* Chief, Records Management Br., OC  
Date (Signature of Agency Representative) (Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	Procurement files (as described in item 4., below) involving transactions <del>of \$25,000 or more and</del> documenting the initiation and development of transactions that are highly unusual, highly significant, and substantially deviating from established precedents with respect to general agency, procurement or major procurement programs.  Permanent. Offer to National Archives after 25 years.	GRS 3,1	
2.	<i>(See GRS 3, item 4 for routine files).</i> Title papers documenting the acquisition of real property (by purchase, condemnation, donation, exchange, or otherwise).  a. Property acquisition papers other than abstract or certificate of title.  Destroy 10 years after unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.  b. Abstract or certificate of title.  Transfer to purchaser after unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.	GRS 3,2	

*Sent to agency, all FRC's and NAB-6/14/77*

**REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet**

7 ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
3.	Reports of excess real property.  Destroy 10 years after unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.	GRS 4,3	
4.	Case files on disposal of surplus real and related personal property.  Destroy 10 years after unconditional sale or release by the Government of conditions, restrictions, mortgages, or other liens.	GRS 4,2	