REQUEST FOR RECORDS DISPOSITION AUTHORITY

<table>
<thead>
<tr>
<th>JOB NUMBER</th>
<th>Request for Records Disposition Authority</th>
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<td>N1-434-09-3</td>
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To NATIONAL ARCHIVES & RECORDS ADMINISTRATION
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001

Date received 4/21/09

1 FROM (Agency or establishment)
Department of Energy

2 MAJOR SUBDIVISION
Office of Inspector General

3 MINOR SUBDIVISION
Office of Audit Services

4 NAME OF PERSON WITH WHOM TO CONFER
Tiffany Jenifer

5 TELEPHONE NUMBER
202-586-2729

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _1_ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

X☐ is not required ☐ is attached, or ☐ has been requested

DATE 5/24/09
SIGNATURE OF AGENCY REPRESENTATIVE

TITLE Departmental Records Officer

7 ITEM NO

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION
Additions to ADM 22· Audit/Investigative Records

9 GRS OR SUPERSEDED JOB CITATION
N/A

10 ACTION TAKEN (NARA USE ONLY)

SEE ATTACHED SHEET(S) FOR

Additions to ADM 22· Audit/Investigative Records

STANDARD FORM 115 (REV 3-91)
Potential Audits

Description: Potential audit files contain information or allegations (including allegations reported in writing, via telephone, in person or to the Hotline, email, or to any OIG staff) which have been referred to the Office of Audit Services (OAS). They include the anonymous and other allegations determined not to warrant an audit, matters referred to others for handling, and support files providing general information which may prove useful in an audit.

Suggested Disposition: Cut off at the end of the fiscal year. Destroy when 5 years old.