29 mm 8/14 REQUEST FOR RECORDS SPOSITION AUTHORITY LEAVE BLANK (See Instructions on reverse) JOB NO NC1-434-81-3 TO GENERAL SERVICES ADMINISTRATION, NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408 DATE RECEIVED 1. FROM (AGENCY OR ESTABLISHMENT) May 29, 1981 U.S. Department of Energy NOTIFICATION TO AGENCY 2. MAJOR SUBDIVISION in autordance with the provisions of 44 U.S.C. 3303a the disposal re-Economic Regulatory Administration quest, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. 3. MINOR SUBDIVISION Office of Petroleum Operations 4. NAME OF PERSON WITH WHOM TO CONFER 5. TEL EXT Robert K. Carpenter 252-4357 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 \_\_\_\_\_\_\_ 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 SENCY REPRESENTATIVE E. TITLE MAY 22 Director, Division of Mgt. Systems Analysis 8. DESCRIPTION OF ITEM 7. 10. SAMPLE OR (With Inclusive Dates or Retention Periods) ACTION TAKEN JOB NO 1. OIL IMPORTS LICENSING AND ALLOCATION FILES (1973 to MARCH 1979). Files consist of: original applications and related correspondence submitted by U.S. oil companies and independents applying for petroleum allocations and licenses for importing petroleum. Bonds or check stubs for payment of license fees; original licenses showing

petroleum actually imported as entered on the license by the U.S. Customs Service; Consumption Entry, U.S. Customs Form 7501 and Duty Paid Warehousing Withdrawal for Consumption, U.S. Customs Form 7505, completed by the U.S. Customs Service and used in the Department to verify the quantity of petroleum products actually imported with the amount authorized. Files also consist of remittance advices and check stubs pertaining to payment of base and supplemental fees; and refund requests for customs duties, improperly charged fees. petrochemical exports, and asphalt production, as offsets against the base and supplemental fees. Related computer generated information such as the Importers Statement of Activity used in the Department for verification of fees imposed on petroleum products. Transfer to FRC \_ Mars old. DESTROY Destroy 15 years afto the case file.

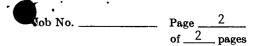
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STANDARD FORM 115 Revised April, 1975 Prescribed by General Services

Administration FPMR (41 CFR) 101-11 4

Standard Form No.,115a Promulgated 9-1-49 by General Services Administration The National Archives





## 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
2.	OIL IMPORTS LICENSING AND ALLOCATION FILES. Original applications and related correspondence submitted by the U.S. oil companies and independents applying for petroleum allocations and licenses for importing petroleum. Files include Consumption Entry, U.S. Customs Form 7501, and Duty Paid Warehousing Withdrawal for Consumption, U.S. Customs Form 7505; or equivalent forms; reporting oil imported for each ship entering U.S. Customs and used for verifying the quantity of petroleum actually imported with the amount authorized.	years old.	DESTROY
3.	OIL IMPORTS REPORTS. Monthly worksheets for imports of foreign oil by company, country or origin, product and quantities. SOURCE: Report of Oil Imports into the United States and Puerto Rico.		o.c.,
	Destroy 15 years after date of report.  DO NOT TRANSFER TO WN	RC.	
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