REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)  
   U.S. Department of Energy

2. MAJOR SUBDIVISION  
   Operating and Onsite Service Contractors

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
   Robert K. Carpenter  
   TEL. EXT. 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 1 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.

7. ITEM NO.  
   1

8. DESCRIPTION OF ITEM  
   (With Inclusive Dates or Retention Periods)  
   JOB CLASSIFICATION MANUALS.
   Destroy manual 75 years after its publication date.

9. SAMPLE OR JOB NO.  
   GRS 1

10. ACTION TAKEN  
   Rev. April, 1975

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