21 ONT 8/14

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO
NC1-381-82-1
DATE RECEIVED
October 21, 1981
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.
Oct 21, '81 — Date — Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Community Services Administration

2. MAJOR SUBDIVISION
Machine Readable Records-Headquarters

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER: John Sowders

5. TEL EXT: 632-6630

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.

[X] A Request for immediate disposal.

[X] B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
10/20/81	John H. Sowders	Records Officer, CSA

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	MACHINE READABLE RECORDS OF THE COMMUNITY SERVICES ADMINISTRATION		
1	End of the pay year earning history records. (1967-81) Transfer to WNRC after CSA terminates. DESTROY when 3 years old. (Three years after transfer)		
~~2~~	~~Additional non-permanent machine readable records [illegible]~~ ~~DESTROY IMMEDIATELY~~		
2	All machine readable records not requested by NARS for transfer via SF 258. DESTROY IMMEDIATELY.		

Changes made with concurrence of John Sowders. JBW 10/21/81

115-107

Closed Out: 10-27-81: RTD
Copy to NCW, Agency, NNR & NNT
MOC not required.

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