

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 11-87-99-2	DATE RECEIVED 3-5-99
1 FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION United States Secret Service		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION Management and Organization Division		DATE	ARCHIVIST OF THE UNITED STATES
4 NAME OF PERSON WITH WHOM TO CONFER Barbara Owens	5 TELEPHONE 202 435-7014		

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 \_\_\_ page(s) are not now needed for the business of 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,

is not required,  is attached, or  has been requested

DATE 7/13/98	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Records Officer, USSS
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
13.	<p>Addition to the Routine Procurement Records Schedule:</p> <p><u>Addition:</u></p> <p>Interagency Acquisitions (Interagency Agreements &amp; Military Interagency Purchase Requests (MIPR)</p> <p>Procedures by which an agency needing supplies or services (the requesting agency) obtains them from another agency (the servicing agency).</p> <p><u>Disposition:</u></p> <p>Headquarters Procurement Office: When any of the files are part of a transaction over the simplified acquisition threshold, they may be destroyed 6 years and 3 months after final payment. Closed files may be transferred to the Federal Records Center when no longer needed for administrative use. When any of the files are part of a transaction under the simplified acquisition threshold, they may be destroyed 3 years after final payment.</p>		

M/W JUN 14 1999

*Withdraw*

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