

Res NCP > out of office

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCL-207-81-2
DATE RECEIVED	October 10, 1980
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
10-27-80 Date	<i>[Signature]</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Housing & Urban Development

2. MAJOR SUBDIVISION Asst. Secretary for Housing
Federal Housing Administration

3. MINOR SUBDIVISION Office of Management -
Management Information Systems

4. NAME OF PERSON WITH WHOM TO CONFER

5. TEL. EXT.

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.

C. DATE 9/29/80	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E. TITLE DEPARTMENTAL RECORDS MANAGEMENT OFFICER
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN												
1.	APPRAISAL DATA LISTINGS FORMER RESEARCH AND STATISTICS DIVISION.														
	<table border="1"> <thead> <tr> <th>Accession#</th> <th>Description</th> <th>Cont.#</th> </tr> </thead> <tbody> <tr> <td>31-70A-353*</td> <td>Appraisal Data Listings 4 Books September 1968</td> <td>1 and 2 only</td> </tr> <tr> <td>31-72A-3016</td> <td>Books 1, 2 & 3--9/69 Books 1 & 2, 9-12/69.</td> <td>1 and 2</td> </tr> <tr> <td colspan="3" style="text-align: center;"><u>Total 4 Cu. Ft.</u></td> </tr> </tbody> </table>	Accession#	Description	Cont.#	31-70A-353*	Appraisal Data Listings 4 Books September 1968	1 and 2 only	31-72A-3016	Books 1, 2 & 3--9/69 Books 1 & 2, 9-12/69.	1 and 2	<u>Total 4 Cu. Ft.</u>				
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<u>Total 4 Cu. Ft.</u>															
	We are requesting immediate disposal of these unscheduled records, the records are obsolete and the function has been abolished.		2 items												

ARC
10/17/80

Closed Out: 11-4-80: K.T.J.
Copy sent to NCH & Agency