


REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCL-129-83-1	
DATE RECEIVED 1-4-83	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
6-10-83 <i>Date</i>	 <i>Archivist of the United States</i>


TO GENERAL SERVICES ADMINISTRATION, NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408	
1 FROM (AGENCY OR ESTABLISHMENT) DEPARTMENT OF JUSTICE	
2 MAJOR SUBDIVISION BUREAU OF PRISONS (FPI INC.)	
3 MINOR SUBDIVISION MCNEIL ISLAND	
4 NAME OF PERSON WITH WHOM TO CONFER THOMAS E. WILLIAMS	5 TEL EXT FTS: 724-5998


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 ~~one~~ ^{eight} 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 12-10-82	D SIGNATURE OF AGENCY REPRESENTATIVE 	E TITLE CHIEF, DOCUMENTS CONTROL
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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.	12 cubic feet of records (unscheduled) - retain FRC Seattle, Destroy October 1985. Consists of the following Accessions as listed on the attached SF 135. 1) 129-81-0066, 3 cubic feet; 2) 129-81-0068, 4 cubic feet; 3) 129-80-0052, 1 cubic foot; 4) 129-80-0055, 1 cubic foot; 5) 129-80-0072, 1 cubic foot; 6) 129-80-0082, 1 cubic foot; 7) 129-80-0083, 1 cubic foot.		
2.	4 cubic feet of records (unscheduled) - retain FRC Seattle, Destroy October 1984. Consists of the following accessions as listed on the attached SF 135. 1) 129-81-0058, 1 cubic foot; 2) 129-81-0060, 1 cubic foot; 3) 129-80-0054, 1 cubic foot; 4) 129-80-0084, 1 cubic foot.		
3.	The remaining records and Accessions as reflected on the attached SF 135 (presently unscheduled) may be disposed.		
<p>*Deletion of accessions on this and following two pages authorized by Thomas E. Williams, per telecom of May 18/ 83, as the records already are authorized for disposal under the General Records Schedules. </p>			

19 items

RECORD TRANSMITTAL AND RECEIPT

Complete and send original and copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

1. TO (Complete the address for the appropriate records center serving your area)

Federal Archives and Records Center
General Services Administration
6125 Sand Point Way N. E.
Seattle, WA 98115

As shown in FPMR 101-11.410-1

2. AGENCY TRANSFER AUTHORIZATION
TRANSFERRING AGENCY OFFICIAL (Signature and title)
O. A. Lehenbauer
O. A. Lehenbauer
Administrative Systems Manager
DATE: 10-29-80

3. AGENCY CONTACT
TRANSFERRING AGENCY LIAISON OFFICER (Name, office and telephone No.)
R. Diehl
Richard L. Diehl, Business Manager
Tel: FTS 391-8770, Ext. 38

RECORDS CENTER RECEIPT
RECORDS RECEIVED BY (Signature and title)
DATE

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

Job No: NCT-129-83-1, page 2

UNICOR (Federal Prison Industries)
P. O. BOX 500
STEILACOOM, WA 98388

Fold line

RECORDS DATA

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO. DISP. (m)
129	81	0056	7	1 - 7	QC Work Order Files 00000 - 24777	R	✓	U				
129	81	0057	2	1 - 2	Inmate Pay Cards and Check Sheets	R	✓	U				
129	81	0058	1	1	FY 79 Vouchers	R	X 10/84	U	*			
129	81	0059	1	1	Cable, VE, VT General Ledgers	R	✓	U				
129	81	0060	1	1	FY-80 Procurement & Surplus Property	R	X 10/84	U				
129	81	0061	1	1	GBL File, Clothing Record, Position Desired	R	✓	U	*			
129	81	0062	3	1 - 3	FY-78 Reports	R	✓	U				
129	81	0063	3	1 - 3	FY-79 Reports	R	✓	U				
129	81	0064	5	1 - 5	FY-80 Reports	R	✓	U				

✓ - Dispose X - Save + Disposal Date

**RECORD TRANSMITTAL
AND RECEIPT
(Continuation)**

This form is to continue listing of Records Data when space on SF 135 is not adequate. Instructions for completion of SF 135 apply.

TRANSFERRING AGENCY'S NAME

UNICOR (FPI)
P. O. BOX 500
STEILACOOM, WA 98388

DATE

10-29-80

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RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
129	81	0065	1	1	FY-81 Reports	R	✓	U				
129	81	0066	3	1 - 3	FY-80 Paid Vouchers	R	X	U	8-85			
129	81	0067	1	1	FY-80 Cable Receiving Reports/Req.	R	✓	U				
129	81	0068	4	1 - 4	Purchase Orders & Payment Vouchers	R	X	U	10-85			
129	81	0069	1	1	FY-80 Distribution Ledgers	R	✓	U				

RECORDS TRANSMITTAL AND RECEIPT

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two copies of this form to the appropriate Federal Records Center for records. See specific instructions on reverse.

1. TO (Complete the address for the appropriate records center serving your area)

**Federal Archives and Records Center
General Services Administration**

As shown in FPMR 101-11.410-1

2. AGENCY TRANSFER AUTHORIZATION

TRANSFERRING AGENCY OFFICIAL (Signature and title)
C. A. LEHENBAUER
Administrative Systems Manager

DATE
09-05-80

3. AGENCY CONTACT

TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)
FTS 391-8770 x 38
RICHARD L. DIEHL, Business Manager

4. RECORDS CENTER RECEIPT

RECORDS RECEIVED BY (Signature and title)

DATE

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)

UNICOR
Post Office Box 500
Steilacoom, Washington 98388

Fold line

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RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	AUTO DISP. (m)
129	80	0029	1	1	Inmate Monthly Pay Cards, 1971-1972	R	✓					
129	80	0030	1	1	Inmate Monthly Pay Cards, 1972-1973	R	✓					
129	80	0031	1	1	Inmate Monthly Pay Cards, 1973-1974	R	✓					
129	80	0032	1	1	Inmate Monthly Pay Cards, 1975	R	✓					
129	80	0033	1	1	Inmate Monthly Pay Cards, 1976	R	✓					
129	80	0034	1	1	Inmate Monthly Pay Cards, 1977	R	✓					
129	80	0035	1	1	Inmate Monthly Pay Cards, 1978	R	✓					
129	80	0036	1	1	Inmate Monthly Pay Cards, 1979	R	✓					
129	80	0037	1	1	General Ledgers, Pallet Shop, Furniture Shop; Cannery 1944-1958	R	✓					
129	80	0038	1	1	General Ledgers, Cable Shop, Cannery, Typewriter Shop 1944-1959	R	✓					

RECC TRANSMITTAL AND RECEIPT (Continuation)	This form is to continue listing of Records Data when space on SF 135 is not adequate. Instructions for completion of SF 135 apply.	TRANSFERRING AGENCY'S NAME	DATE	PAGE	OF
		U. S. OR Post Office Box 500 Steilacoom, Washington 98388	09-05-80	5	PAGES

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT. TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
129	80	0039	1	1	General Ledgers, Power Take-Off Unit, 1977; Electronic Equipment Unit, 1976-1977	R	✓					
129	80	0040	1	1	General Ledgers, Furniture Factory, 1974-1979; Electronic Division, 1975-1977	R	✓					
129	80	0041	2	1 & 2	Annual Reports, FY 1975	R	✓					
129	80	0042	4	1 THRU 4	Annual Reports, FY 1976 & Temporary Quarters	R	✓					
129	80	0043	3	1 THRU 3	Annual Reports, FY 1977	R	✓					
129	80	0044	1	1	Receiving Reports, 1973	R	✓					
129	80	0045	1	1	Receiving Reports, 1974	R	✓					
129	80	0046	1	1	Receiving Reports, 1975	R	✓					
129	80	0047	1	1	Receiving Reports, 1976	R	✓					
129	80	0048	1	1	Receiving Reports, 1976-1977	R	✓					
129	80	0049	1	1	Receiving Reports, 1973-74-75	R	✓					
129	80	0050	1	1	Receiving Reports, 1977	R	✓					
129	80	0051	1	1	Receiving Reports, 1978	R	✓					
129	80	0052	1	1	Receiving Reports, October, 1978, thru March, 1980	R	X	10/85				

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RG	FY	NUMBER							LOCATION	SHELF PLAN	CONT TYPE	AUTO. DISP.
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
129	80	0053	1	1	Receiving Reports, March, May & July, 1976	R	✓					
129	80	0054	1	1	Receiving Reports, December, 1977 thru August, 1979	R	X	10/84				
129	80	0055	1	1	Receiving Reports, January, 1979 thru May, 1980	R	X	14/85				
129	80	0056	2	1 & 2	Work Orders, Furniture Factory, 1975 thru 1977	R	✓					
129	80	0057	2	1 & 2	Work Orders, Furniture Factory, 1978	R	✓					
129	80	0058	3	1 THRU 3	Work Orders, Cable & Equipment Factories, 1976	R	✓					
129	80	0059	1	1	Work Orders, Cable & Equipment Factories, 1976-1979	R	✓					
9	80	0060	1	1	Work Orders, Cable Factory, 1977	R	✓					
129	80	0061	1	1	Work Orders, Cable & Equipment Factories, 1977-1979	R	✓					
129	80	0062	1	1	Work Orders, Cable & Equipment Factories, 1976-1979	R	✓					
129	80	0063	2	1 & 2	Work Orders, Cable & Equipment Factories, 1977	R	✓					
129	80	0064	1	1	Work Orders, Cable & Equipment Factories, 1978	R	✓					

RECORD TRANSMITTAL
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RG (a)	FY (b)	NUMBER (c)							(d)	(e)	(f)	(g)	(h)
129	80	0065	3	1 THRU 3	Work Orders, Cable Factory, 1978	R	✓						
129	80	0066	2	1 & 2	Work Orders, Cable Factory, 1979	R	✓						
129	80	0067	1	1	Work Orders, All Factories (Incl WO 98702), 1979	R	✓						
129	80	0068	2	1 & 2	Shipping Order Against Work Orders, 1977-1978	R	✓						
129	80	0069	1	1	Shipping Order Against Work Orders, 1978-1979	R	✓						
129	80	0070	1	1	Shipping Order Against Work Orders, 1979-1980	R	✓						
129	80	0071	1	1	Inmate Payroll Summary Cards, 1971 thru 1980	R	✓						
129	80	0072	1	1	Inmate Payroll, 1973 thru 1980	R	X	10/85					
129	80	0073	1	1	Door Check Sheets, 1977	R	✓						
129	80	0074	1	1	Door Check Sheets, 1978	R	✓						
129	80	0075	1	1	Door Check Sheets, 1977-1978	R	✓						
129	80	0076	1	1	Door Check Sheets, 1977	R	✓						
129	80	0077	1	1	Door Check Sheets, 1979	R	✓						
129	80	0078	1	1	Factory Stock Cards, All Factories, 1977-1980	R	✓						
129	80	0079	1	1	Factory Stock Cards, Cable Factory & GEM 20.1 (#001-1799), 1977-1980	R	✓						

RECO TRANSMITTAL AND RECEIPT (Continuation)	This form is to continue listing of Records Data when space on SF 135 is not adequate. Instructions for completion of SF 135 apply.	TRANSFERRING AGENCY'S NAME	DATE	PAGE 5 OF
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RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT TYPE (l)	AUTO DISP. (m)
129	80	0080	1	1	Factory Stock Cards, Furniture, PTU, Equip 20.1 & 2, - 1977-1980	R	✓					
129	80	0081	1	1	Factory Stock Cards, Cable Factory 20.1 (#1800-3099) 1977-1980	R	✓					
129	80	0082	1	1	Voucher, Receiving & Requisition Registers, All Factories, 1974-1980	R	X 10/85					
129	80	0083	1	1	Voucher, Receiving & Requisition Registers, All Factories, 1973-1980	R	X 10/85					
129	80	0084	1	1	Voucher, Receiving & Requisition Registers, 1974-1979	R	X 10/84					
129	80	0085	1	1	Transportation Register, 1974-1980; "X" Type Shipping Orders, FY 1977-1979; Collection Bill Register, FY 1973 thru 1979	R	✓					