

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
To. NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER	<i>NI-436-041</i>
1 FROM (Agency or establishment) Bureau of Alcohol, Tobacco, Firearms & Explosives		Date Received	<i>11/24/03</i>
2 MAJOR SUB DIVISION Office of Management		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Personnel Division		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request, including amendments is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER Yvonne Johnson	5 TELEPHONE 202-927-7776	DATE <i>12-30-03</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 <u>0</u> page(s) are not needed now 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>11/17/03</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE ATF Records Officer
7 ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	<u>Leave Application Files.</u> SF 71 or equivalent plus any supporting documentation of requests and approvals of leave. DISPOSITION. DESTROY WHEN 6 YEARS OLD.	GRS 2, items 6a & b	

SL copy sent to Agency, NR