

9 Apr 1982

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCI-155-82-1
DATE RECEIVED	April 9, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
8/22/83 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)  
U.S. Department of Labor

2. MAJOR SUBDIVISION  
Employment Standards Administration

3. MINOR SUBDIVISION  
Wage and Hour Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Glark A. Forkel *cal 4/6/82*

5. TEL EXT  
523-8489

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 2 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 <i>4/5/82</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Elaine J. Jackson</i>	E. TITLE Departmental Records 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
	<p>The Wage and Hour Division administers programs to provide for the execution of the Department of Labor's responsibilities under the Fair Labor Standards Act (FLSA), Davis Bacon and Related Acts (DBRA), Service Contract Act (SCA), Contract Work Hours and Safety Standards Act (except safety and health provisions), the Copeland Act, the Farm Labor Contractor Registration Act (FLCRA), Section 3 of the Tennessee Valley Authority Act, and the Local Fiscal Assistance Act (Revenue Sharing) as it pertains to wage determinations.</p> <p>The Wage and Hour Division is headed by an Administrator who reports directly to the Assistant Secretary for Employment Standards.</p> <p>This schedule pertains to records created in the administration of the Service Contract Act of 1965. There have been no previous schedules approved which relate to that Act.</p>		<i>5 items</i>

*Mass Data Change Sheet Attached*

*Agency & NNP sent 8-31-83 by DMW. NCW sent 9-1-83 by DMW.*

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p><u>Service Contract Act Wage Determinations</u></p> <p>Files consist of wage determinations, dockets, research paper or studies, associated work papers, and Federal Agency SF-98 notifications relating to wage determination issuances.</p> <p>a. Active Wage Determination Dockets. Wage determination document and revisions, basis sheet for original issuance and revisions, background material referenced in basis sheets, and correspondence pertaining to active Wage Determinations, and the SF-98 occasioning the original wage determination issuance and subsequent revisions.</p> <p>Retain until withdrawn.</p> <p>b. Withdrawn wage determinations. Same as "a", above but with basis sheet giving rationale for withdrawal.</p> <p>Transfer to FRC when 1 year old. Destroy 10 years after withdrawal.</p> <p>c. Action completed file of SF-98 Notice of Intention to Make a Service Contract relating to wage determination actions. SF-98 contains record of response made to requestors.</p> <p>Break file annually. Retain for two fiscal years past response date and destroy.</p>		

**Request for Records Disposition Authority - Continuation**

JOB NO  
NC1-155-82-1

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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
<p>2</p> <p>C.O.</p> <p>7/29/83</p> <p>ZFM</p> <p>7/29/83</p>	<p><u>Prevailing Wage Determinations and Related Support Material and Correspondence - Davis-Bacon and Related Acts</u></p> <p>a. Wage determinations. Prevailing Wage Determinations and related support material and correspondence.</p> <p>Transfer to FRC when 2 years old. Destroy when 20 years old.</p> <p>b. Supporting material and correspondence.</p> <p>Cutoff and transfer to FRC when 2 years old. Destroy when 20 years old.</p>	<p>NC1-155-75-2</p>	