

RG: 174

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

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

LEAVE BLANK DATE RECEIVED JUL 1 1975 JOB NO. NC-174-76-2 NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request... 10-21-75 James B. Rhoads Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT) U.S. Dept. of Labor 2. MAJOR SUBDIVISION Office of the Assistant Secretary for Admin. 3. MINOR SUBDIVISION Directorate of Data Automation 4. NAME OF PERSON WITH WHOM TO CONFER Andrew A. Price 5. TEL. EXT. 961-5254 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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

JUN 26 1975

(SIGNED) ALTA G. BELL [Signature]

DEPARTMENTAL RECORDS OFFICER

Date (Signature of Agency Representative) (Title)

Table with 4 columns: 7. ITEM NO., 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods), 9. SAMPLE OR JOB NO., 10. ACTION TAKEN. Row 1: Directorate of Data Automation: To provide centralized automatic data processing support to all Agencies of the Department... 1. DOL FOUR YEAR ADP PLAN (Record Set) ADP plan for all Agencies of DOL. Retention cycle 8 years. Destroy when plan becomes obsolete or superceded.

Copy to Agency 10-22-75 [Signature]

1 item