

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER NI-317-97-2	DATE RECEIVED 9-8-97
1. FROM (Agency or establishment) U.S. Department of Labor		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Pension and Welfare Benefits Administration		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Program Services			
4. NAME OF PERSON WITH WHOM TO CONFER Pamela Rhodes	5. TELEPHONE 202/219-6471	DATE 11/19/97	ARCHIVIST OF THE UNITED STATES <i>Michael Miller</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 ___ page(s) are not now needed 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, *as per telephone conversation with Cheryl Robinson / sra 11/19/97*

is not required; is attached; or has been requested.

DATE 9/3/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Theresa M. O'Malley for Cheryl A. Robinson</i>	TITLE Departmental Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<u>Summary Plan Descriptions (SPD).</u> Pamphlets describing the terms and benefit of pension and/or welfare plans. <u>Disposition</u> Destroy when no longer needed. 10 years old or when no longer needed, whichever is sooner.	NI-317-85-3 item 2	