

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

<b>LEAVE BLANK</b>	
DATE RECEIVED <b>16 MAR 1977</b>	JOB NO.
<b>NC1 59 77 16</b>	
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 "with-drawn" in column 10.	
<b>3-18-77</b> Date	<i>James B. Road</i> Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
**Bureau of Public Affairs**

2. MAJOR SUBDIVISION  
**Freedom of Information**

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
**Louis Day**

5. TEL. EXT.  
**632-8806**

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

*MAR 14 1977* *William F. Farrell*  
(Date) (Signature of Agency Representative)

**Chief, Records Management Staff**  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p align="center">Freedom of Information case files</p> <p>These records consist of inquiries, replies thereto, denials, other correspondence in which administrative decisions, policies, or efforts are involved.</p> <p>Destroy five years after final determination by agency.</p>	<p><b>GRS-14</b> <b>Items</b> <b>16,17 &amp; 20</b></p>	<p><i>1 item</i></p>