|               | CHECK FOR RECORD AND AUTHORITY  |                                       |   |                            |                                       |  |
|---------------|---|---------------------------------------|---|----------------------------|---------------------------------------|--|
| TREC          | QUEST FOR RECORD SPOSITION AUTHORITY (See Instructions on reverse)              |                                       | LEAVE BLANK   |                            |                                       |  |
|               | (500  |                                       | JOB NO  |                            | · ~                                   |  |
|               |   |                                       | 1 NCI-  | -59-70                     | 1 - 8                                 |  |
|               | AL SERVICES ADMINISTRATION,<br>L ARCHIVES AND RECORDS SERVICE, WASHINGTON, I    | DC 20409                              |   |                            |                                       |  |
|               | NCY OR ESTABLISHMENT)   | DG 20408                              | DATE RECEIVED 2                                       | 1 MAR 1979                 | )                                     |  |
| Depart        | tment of State  | · · · · · · · · · · · · · · · · · · · |   | ATION TO AGEN              |                                       |  |
| 2. MAJOŘ SUE  | BDIVISION   |                                       | In accordance with the prov                           |                            |                                       |  |
| 3. MINOR SUB  |   |                                       | quest, including amendmen<br>be stamped "disposal not |                            |                                       |  |
|               | e of Management ERSON WITH WHOM TO CONFER                                       | 5. TEL EXT                            | ۸ ا   |                            | 1011                                  |  |
| 4. 10.002 01  | Endow with whom to down En  | 5. TEE EX.                            | 4-2-79  | amos {                     | heile                                 |  |
|               | F. Murphy   | 632-8806                              | Date action   | Archivist of the           | United States                         |  |
|               | e of agency representative<br>certify that I am authorized to act for this agen | ou in mottore ports                   | lining to the dianoca                                 | r<br>1 of the exemp        | ماسمومت والر                          |  |
| that the      | records proposed for disposal in this Reques                                    | t of 2 nage                           | e(s) are not now ne                                   | eded for the l             | y s records;<br>business of           |  |
| this age      | ncy or will not be needed after the retention pe                                | eriods specified.                     | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,               | 0000 101 1110 1            | 340111000 01                          |  |
| □ A           | Request for immediate disposal.   |                                       |   |                            |                                       |  |
|               | Request for disposal after a spec   | ified paried a                        | of time or requi                                      | oct for no                 | rmanant                               |  |
| 71.71         | retention.  | illed period o                        | i time or requ  | iest for be                | manem                                 |  |
| C. DATE       | D. SIGNATURE OF AGENCY REPRESENTATIVE   | E. TITLE .                            |   | <del></del>                | · · · · · · · · · · · · · · · · · · · |  |
| 3/19/79       | William F. Pare   | Chief, R                              | ecords Managem  | ent Staff                  | (FADRC/RM)                            |  |
| 7.<br>ITEM NO | 8. DESCRIPTION O<br>(With Inclusive Dates or Ret                                |                                       |   | 9.<br>SAMPLE OR<br>JOB NO. | 10.<br>ACTION TAKEN                   |  |
| 1.            | FSRU Conversion Applicant File  |                                       |   |                            |                                       |  |
|               | Contains application for conversion, worksheets, medical                        |                                       |   |                            |                                       |  |
|               | clearance and other documentation   |                                       |   |                            |                                       |  |
|               | where conversion is approved, a copy of the letter of                           |                                       |   | r;                         |                                       |  |
|               | where conversion is disapproved disapproval and a copy of letter                | ndations for applicant.               |   |                            |                                       |  |
|               | a. Approved Candidates  |                                       |   |                            |                                       |  |
|               | (1) Paper Records   |                                       |   |                            |                                       |  |
|               | DESTROY AFTER IT HAS BE   |                                       |   |                            |                                       |  |
|               | REPRODUCED RECORDS HAVE<br>WITH GSA REGULATIONS AN                              | BEEN MADE II                          | N ACCORDANCE  |                            |                                       |  |
|               | FOR PAPER RECORDS.  | •                                     |   |                            |                                       |  |
|               |   |                                       |   |                            |                                       |  |
|               |   |                                       |   |                            |                                       |  |
|               |   |                                       |   |                            |                                       |  |
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FPMR (41 CFR) 101-11 4

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| Job No. | Page | 7     |
|---------|------|-------|
|         | of   | 20000 |

## REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

| 7.<br>ITEM NO.              | 8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)   | 9.<br>SAMPLE OR<br>JOB NO. | 10.<br>ACTION TAKEN |
|-----------------------------|--|----------------------------|---------------------|
|                             | (2) Microfilm Records.   |                            |                     |
|                             | DESTROY WHEN 10 YEARS OLD.   | ļ                          |                     |
|                             | b. Candidates who withdraw or separate prior to conversion or denial   | <br>                       |                     |
|                             | DESTROY ONE YEAR AFTER WITHDRAWAL OR SEPARATION.   |                            |                     |
|                             | c. Candidates whose conversion is disapproved.   | ,                          |                     |
|                             | DESTROY ONE YEAR AFTER SEPARATION OF EMPLOYEE.   |                            |                     |
| 2.                          | FSRU Program Files.  | I                          | <u> </u>            |
| Tolem. 2009 Sport 6 April 9 | memoranda; and precedent cases. (Arranged alphabetical volume: 1971-78, 14 cu. ft. by suject)  a. Policy and Precedent Files  PERMANENT. Offer to NARS when RETAIN IN DEPARTMENT. 30 years old.  Accomplation: [incb/yv.  b. All other records | l                          |                     |
|                             | DESTROY WHEN 10 YEARS OLD.   |                            |                     |
|                             |  |                            |                     |
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