

2794277 #1

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK
JOB NO <i>NCI-48-82-5</i>
DATE RECEIVED <i>April 28, 1982</i>
NOTIFICATION TO AGENCY <i>withdrawn, 11/29/82</i> Date Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Interior

2. MAJOR SUBDIVISION
Office of the Secretary - Record Group 48

3. MINOR SUBDIVISION
Office of Youth Programs

4. NAME OF PERSON WITH WHOM TO CONFER
Richard Willis

5. TEL. EXT.
202-343-5435

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.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE <i>3/22/82</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Richard C. Willis</i>	E. TITLE Paperwork Management 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
1.	<p><u>Microfiche</u> Project (Job) Files</p> <p>Program accomplishment case files for projects (jobs) of the Youth Conservation Corps and the Young Adult Conservation Corp. Files for each job may include plans, specifications, maps, work schedules, estimates, expenditures, and project summary. <i>These records are microfiche.</i></p> <p>Transfer to Washington Record Center one year after completion of the job. Offer to NARS in 30 years. 2-3 in ft.</p>		<i>withdrawn</i>