

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(For instructions on the use of this form see National Archives Manual
 on the Disposition of Federal Records)

TO: THE ARCHIVIST OF THE UNITED STATES,
 NATIONAL ARCHIVES, WASHINGTON 25, D. C.

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

2. MAJOR SUBDIVISION
 Office of the Secretary

3. MINOR SUBDIVISION
 Office of Water Resources Research

4. NAME OF PERSON WITH WHOM TO CONFER
 Robert W. Anderson

5. TEL. EXT.
 183-6698

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 12 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

C The records will have ceased to have sufficient value to warrant retention in their original form by virtue of the fact that the microphotographic copies, made in accordance with standards of the National Archives Council, will be adequate substitutes for the original records.

Aug. 27, 1973
 (Date)

H. Ellis Miller
 (Signature of Agency Representative)

Records Manager
 (Title)

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DATE RECEIVED 29 AUG 1973	JOB NO. CD-174-048
DATE APPROVED	

NOTIFICATION TO AGENCY

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.

10-24-73 *James B. Rhoads*
 DATE ARCHIVIST OF THE UNITED STATES

7. ITEM NO	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
Item No. 1 Grant & Contract Files	Office of Water Resources Research Office of Water Resources assists in improving the quality and quantity of the nation's water through a nationwide research, training and information dissemination program. The research is carried out under a series of grants, allotments, and contracts through State Universities and Colleges. The program operates under the provisions of Public Law 88-379, as amended. The accession being transferred consists of grant and contract files for research investigation which have been completed and final payment has been made. Copies of the final report of the investigation are transferred to the National Technical Information Service, Department of Commerce for sale and for potential microfiche copying. Copies are also retained at the State University or College which had the grant. Request a 5 year retention period for the prior, current and future accessions. The records will be transferred each calendar year.	48-74-1	

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Grant and contract files for completed water resources studies, investigations, experiments and training conducted under the provisions of Public Law 88-379, as amended.</p> <p>Retain 8 years after final time and cost report is made and the file is closed, then destroy. <i>Pr. 2302.1173</i></p> <p><i>Daly</i> <i>10/16/73</i></p>		<p>DISPOSAL APPROVED</p>