

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO. N1-49-86-2	DATE RECEIVED 8-1-86
1. FROM (Agency or establishment) Bureau of Land Management		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Adrian Caufield	5. TELEPHONE EXT. 653-8853	DATE 12-22-86	ARCHIVIST OF THE UNITED STATES <i>Francis A. Burke</i>
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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 7-29-86	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Rose Marie Berezynsky</i>	D. TITLE Chief, Branch of Records Management
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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>Request for an amendment to current disposal authority to use silver halide microfilm as the record copy. This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 36 CFR 1230.</p> <p>Serial Register and Log</p> <p>As each case is received in Land Office a number is assigned and a serial register page made. This will record history of case file and act as control to prevent duplication of case file numbers. Arranged by serial number.</p> <p>a. paper records. that are not microfilmed. *</p> <p>DISPOSITION: Permanent. Cutoff when no longer needed for control purposes. Transfer to FRC when 1 year old. Offer to NARA when 15 years old.</p> <p>b. paper records that have been microfilmed.</p> <p>DISPOSITION: Destroy upon verification of microfilm.</p> <p>c. microfilm.</p> <p>DISPOSITION: Permanent. Cut off annually and transfer to FRC. Offer to NARA when 15 years old. silver halide original and 1 copy *</p>	<p>NN-171-77, L-43.</p> <p>BIM Manual 1271, Appendix 1, Category L, Item 43</p>	<p>*Per telcon, Adrian Caufield, BLM and Jeanne Young, NARA, NIR, 9-12-86. <i>JY</i></p>