

64W 2214

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of the Interior  
2. MAJOR SUBDIVISION  
US Geological Survey  
3. MINOR SUBDIVISION  
Minerals Management Service Headquarters, (Cons. Div.)  
4. NAME OF PERSON WITH WHOM TO CONFER  
Gerrie Wilson  
5. TEL. EXT.  
860-7211

LEAVE BLANK	
JOB NO.	NC1-57-82-7
DATE RECEIVED	April 12, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<u>withdrawn, 4/27/82</u> Archivist of the United States

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 <u>4/2/82</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <u>G. A. Wilson</u>	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.	Disposition authority is requested for the proprietary records created on magnetic tape by the Minerals Management Service (MMS) Headquarters described below. The magnetic tape contains summary data derived from monthly reports received by MMS field offices; copies are subsequently forwarded to Headquarters. The field offices maintain these records under item numbers: 1601-01, 2601-01, 2601-02, 2602-01, and 2603-01 Minerals Management Service (formerly Conservation Division) Records Control Schedule.  Royalty Accounting Schedule Magnetic tapes containing royalty accounting information and production statistics for leases on Federal and Indian Lands by calendar and fiscal year. Leases are identified by number, company, area, or field. Data includes statistics on the quantity and value of lease production, royalty value and unit production. Data is used to manage and evaluate royalty accounts.  Volume 2 tapes per year.  Cut off at the end of calendar or fiscal year. Retire to FARC immediately after cut off. Destroy 20 years after cutoff.		<u>withdrawn, 4/27/82</u>

*Closed Out: 4-28-92: K.P.D.  
Copy to Agency*