

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
Minerals Management Service

3. MINOR SUBDIVISION
Records Management Section

4. NAME OF PERSON WITH WHOM TO CONFER
Dorothy Christopher
Records Manager

5. TEL. EXT.
435-
6213

LEAVE BLANK	
JOB NO.	NCL-57-85-1
DATE RECEIVED	3-11-85
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
3-18-85 <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</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 _____ 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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3/18/85	<i>[Signature]</i>	Records Manager	902-01	High Resolution (shallow) Geophysical Records submitted to the Mid-Atlantic District Office between 1978 and 1983. The high resolution geophysical records from 1983 have retention periods to 1988. All the above records are paper copies. See letter attached.		<i>1 item</i>

copy to agency + NNF 3/19/85 CSR

APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST

JOB NUMBER
NC 57-85-1

SECTION I – ACTION TAKEN

- 1. **APPROVED FOR DISPOSAL.** The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not have sufficient value for purposes of historical or other research, functional documentation, or the protection of individual rights to warrant permanent retention by the Federal Government.
- 2. **APPROVED FOR PERMANENT RETENTION.** The records described under the following item or items have been appraised by the National Archives and Records Service (NARS) and are designated for permanent retention by the Federal Government. The agency will offer these records to NARS as specified in the schedule.
- 3. **DISPOSITION NOT APPROVED.** The records described under the following item or items are not approved for disposition. See Section III of this form for explanation.
- 4. **WITHDRAWN.** The records described under the following item or items have been withdrawn at the request of the agency.

SECTION II – RECOMMENDATION/CONCURRENCES

	TITLE	SIGNATURE	DATE
APPRAISAL <i>Acting</i>	APPAISER <i>Ad. 3/13/85</i>	<i>Carmelita S. Ryan</i>	<i>3/13/85</i>
	DIRECTOR, RECORDS DISPOSITION DIVISION NIR	<i>Frank Evans</i>	<i>3/14/85</i>
CON- CURRENCES			

SECTION III – APPRAISER'S COMMENTS

NN concurrence is not necessary since these records already are scheduled as disposable and this schedule merely provides for the immediate disposition of the records, since the Mid Atlantic District office of the Mineral Management Service is closing on March 31, 1985.