

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(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

Bureau of Mines

3. MINOR SUBDIVISION

Helium Operations, Amarillo, Texas

4. NAME OF PERSON WITH WHOM TO CONFER

J. Edward Terry

5. TEL. EXT.

634-1571

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED NOV 25 1975	JOB NO. NC1-70-76-1
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 "with-drawn" in column 10.	
12-17-75 (Date)	<i>James B. Woods</i> Archivist of the United States

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.

10-24-75

J. Edward Terry

Paperwork Management Officer

Date

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>This is an amendment to the Bureau of Mines Records Control Schedule No. NC 174-158, Item No. 34. This request is submitted to change the retention period at the Records Center from 10 years to 10 ²⁵ years.</p> <p>The Bureau of Mines, Helium Operations, is involved in nine lawsuits at the present time with other suits pending. Included in the lawsuits are those concerning cancellation of the conservation contracts, property and land settlement, and helium sales. These suits involve approximately \$2,000,000,000. Records that are much older than the 10-year retention period for Helium Operations records at the Federal Records Center are being used in these proceedings. For this reason, it is requested that Helium Operations records be retained for a longer period of time.</p> <p>The revised item reads as follows:</p> <p>34. Helium Plant Production and Operation Files - Break file every year - Hold for five years - Transfer to Federal Records Center. Dispose after 10 years ^{25 years} Destruction when a total of 25 years old.</p> <p><i>9/2/75 12-12-75</i></p>		
Copies to Agency, NCW & Ft. Worth 12-22-75 (D)		<i>items</i>	