INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-070-80-05

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

All records covered by this schedule are presumed disposed, and the schedule is therefore obsolete.
REQUEST FOR RECORD 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
   Bureau of Mines

3 MINOR SUBDIVISION
   Division of Administration, Branch of Finance

4 NAME OF PERSON WITH WHOM TO CONFER
   Victor E. Traver

5 TEL EXT
   634-1571

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
   1/3/80

D SIGNATURE OF AGENCY REPRESENTATIVE
   Victor E. Traver

E TITLE
   Paperwork Management Officer

7 ITEM NO

8 DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)

   1. 1976, 1977, and 1978 Time and Attendance Reports and related payroll reports

      a. Paper copies - Destroy upon certification that the records, microfilmed in accordance with the standards set forth in 41 CFR 101-11.506

      b. Microfilm copies - Destroy after GAO audit or when 3 years old, whichever is sooner

9 SAMPLE OR JOB NO
   115-107

10 ACTION TAKEN
   □ agency 4/6/80

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-114