

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Lead NCD 7 May 80

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

LEAVE BLANK

JOB NO
NC1-70-80-8

DATE RECEIVED
June 3, 1980

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

6-16-80 *James E. O'Neil*
Date *acting* 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 5/23/80	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Victor E. Traver</i>	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	1978 and 1979 Bureau Vouchers. These consist of all payment vouchers except payroll. A. Paper copies - Destroy upon certification that the records were microfilmed in accordance with the standards set forth in 41 CFR 101-11.506 B. Microfilm copies - Destroy 6 years, 3 months, after period covered by account.	GRS 6/1a(2)	

to agency and NAF - 6/20/80

2 items