

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-79-86-2

DATE RECEIVED

1-21-86

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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

1. FROM (Agency or establishment)
Department of the Interior

2. MAJOR SUBDIVISION
National Park Service

3. MINOR SUBDIVISION
Acadia National Park

4. NAME OF PERSON WITH WHOM TO CONFER
**Joan Hoopes, Archivist
Federal Records Center, Waltham, MA 02154**

5. TELEPHONE EXT.
FTS 839-7110

DATE

6-30-86

ARCHIVIST OF THE UNITED STATES

Joan B. Hoopes

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; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE C. SIGNATURE OF AGENCY REPRESENTATIVE D. TITLE

6-19-85 *Wellington F. Conroy* *Supv. Mail Rm.*

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p><u>Fiscal Files, 1929-1938. 1 cu. ft.</u></p> <p>Copies of U.S. Treasury checks for services and wages, 1933-1935. Unarranged. Disbursing Office Ledger, 1929-1938, 1 volume. Disposition: Destroy immediately. (sample attached)</p>		
2.	<p><u>Office Administrative Files, 1933-1942. 7 cu. ft.</u></p> <p>Routine administrative correspondence, memoranda, and reports on safety, gas and oil use, accidents, equipment, and procurement. Also includes inventories of equipment, unofficial personnel files, time and payroll sheets, requisition forms, telegrams and non-record material. Disposition: Destroy immediately. (sample attached)</p> <p>Location of records: Federal Records Center, Waltham, MA</p> <p>Accession Number: 79-57C0210, 1-8. 61854-61861</p>		

(2 items)