REQUEST FOR RECORDS  POSITION AUTHORITY
(See Instructions on reverse)

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES A-D RECORDS SERVICE, WASHINGTON, DC 20408

1 FROM (AGENCY OR ESTABLISHMENT)
Department of Interior

2 MAJOR SUBDIVISION
National Park Service

3 MINOR SUBDIVISION
Branch of Paperwork Management

4 NAME OF PERSON WITH WHOM TO CONFER
Lenora DeRossi

5 TEL EXT
523-5086

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
8/278

D SIGNATURE OF AGENCY REPRESENTATIVE
W. J. Savarese

E TITLE
Chief, Branch of Paperwork Management

F DATE RECEIVED
AUG 1 1978

G CERTIFICATION OF AGENCY REPRESENTATIVE
In accordance with the provisions of 44 USC 3101, the designation of the records in this Request including amendments to them, may be stamped “disposal not approved” or “withdrawn in column 1”.

7. ITEM NO
8 DESCRIPTION OF ITEM
A The following addition amends Item 71 of NCI-79-77-1
C. Region: (1) Records not duplicated in WASO.
   a) Approved proposals: PERMANENT. Transfer to FARC when 6 years old. Offer to NARS when 30 years old.
   b) Rejected proposals: Transfer to FARC when 6 years old. Destroy when 15 years old.
   (2) Records duplicated in WASO. Destroy when 6 years old.
      Volume of permanent material: ca. 1/2 cu. ft/yr.
      for all regions; ca. 1/2 cu. ft. per region.
      Arranged alphabetically by state, then area.

9 SAMPLE OR JOB NO
NCI-79-77-1

10 ACTION TAKEN

STANDARD FORM 115
Revised April 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4