

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

Red NCP 20 Mar 1979

TO: GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)
 PANAMA CANAL COMPANY

2. MAJOR SUBDIVISION
 Administrative Services Division

3. MINOR SUBDIVISION
 Agency Records Center

4. NAME OF PERSON WITH WHOM TO CONFER
 Harold F. Carroll, Jr.

5. TEL. EXT.
 52-3575

| LEAVE BLANK | |
|--|--|
| DATE RECEIVED 20 MAR 1979 | JOB NO. NCI-185-77-2 |
| DATE APPROVED | |
| NOTIFICATION TO AGENCY | |
| In accordance with the provisions of 44 U.S.C. 3305a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. | |
| 3-30-79 Date (Date) | <i>[Signature]</i> Archivist of the United States Archivist's Representative |

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

3-13-79
 (Date)

[Signature]
 (Signature of Agency Representative)

Acting Chief, Admin. Svs. Div.
 (Title)

| 7. ITEM NO. | 8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS) | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------------------|------------------|
| 1 | <p>Canal Zone Government Student School Transcripts (U.S. & Non-U.S. 1904 - 1973) for secondary schools and colleges.</p> <p>Retention Date: 12-31-2003 Destroy when 60 years old.</p> <p>The above retention is requested in accordance with telephone conversations with Mr. Ed Barrese of your office, and Mr. Harold F. Carroll, Jr., Agency Records Center.</p> <p>This matches the Department of Defense's Overseas Dependent School System retention period for legal rights school records. (Sixty years from close out of file.) It is also compatible with present DOD's retention of these types of records for the expected life span of former DOD school system students.</p> <p><i>Pendant link changes have been made with the concurrence of Harold Carroll, OESB 3/27/79. Copies sent to YNC & NNG, Agency. R.T.D. 4/5/79.</i></p> | | |