REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1. FROM (Agency or establishment)
U.S. Department of Treasury

2. MAJOR SUBDIVISION
Employment Policy Officer

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Steve W. Milline

5. TELEPHONE EXT.
566-9823

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, 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
6-20-90

C. SIGNATURE OF AGENCY REPRESENTATIVE
Steve W. Milline

D. TITLE
Departmental Offices Records Officer
Chief, Clerk's Office

<table>
<thead>
<tr>
<th>7 ITEM NO</th>
<th>8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>9. GRS OR SUPERSEDED ITEM</th>
<th>10. ACTION TAKEN (NARS USE ONLY)</th>
</tr>
</thead>
</table>

The policy files of the Employment Policy Officer consist of correspondence, memoranda, circulars, reports, publications, and statistical data accumulated and created by the Treasury Department official in accordance with Executive Order 9980 and 10590. Subjects covered include procedures governing employment practices, progress of Treasury Department results of special actions, and recommendations for future implementation.

DISPOSITION: PERMANENT--Transfer immediately to the National Archives.

These files maintained by the Employment Policy Officer consist of agenda, minutes, meeting notices, for area conferences sponsored by the President's Committee on Government Employment Policy and attended by various officials from within the Treasury Department.

DISPOSITION: PERMANENT--Transfer immediately to the National Archives.

Records determined during archival processing to lack sufficient archival value to warrant permanent retention.

DISPOSITION: Destroy immediately.