

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO *NI-56-91-5*

DATE RECEIVED *6-19-91*

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

NOTIFICATION TO AGENCY

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

2. MAJOR SUBDIVISION
Departmental Offices

3. MINOR SUBDIVISION
Asst. Secretary Management (via Director of Procurement)

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

4. NAME OF PERSON WITH WHOM TO CONFER

Steve W. Milline

5. TELEPHONE EXT.
566-9823

DATE
4-22-93

ARCHIVIST OF THE UNITED STATES
Grady Huskamp Peterson

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 *X 2* 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 <i>6-5-91</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Steve W. Milline</i>	D TITLE Departmental Offices Records Officer Chief, Clerk's Office
-------------------------	--	--

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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>Synthetic Fuels Corporation (SFC) Records--Environmental Office Files</p> <p>These records contain the key materials of the Corporation's Environmental Office, which document how the SFC implemented the requirements of Section 131(e) of the Energy Security Act to monitor the environmental performance of the assisted projects. Specifically, it includes the SFC Guidelines, Memoranda of Understanding with other agencies, compliance plans, monitoring plans, and the central chron file.</p> <p>DISPOSITION: Permanent. Send to WNRC immediately. Transfer to the National Archives January 1998.</p> <p>Volume: 4 cubic feet.</p> <p><i>All changes to this proposed schedule have been approved by:</i></p> <p><i>Larry Baume</i> <i>1/21/93</i> NARS appraiser date</p> <p><i>Steve W. Milline</i> <i>1-8-93</i> Agency Representative date</p> <p><i>Copies sent to agency, NN-W, NN-T/NSK, NCF NIA 4/29/93</i></p>		WITHDRAWN

2. Synthetic Fuels Corporation (SFC) Central Project File Index

These records consist of an index to the Central Project Files created by the SFC's central records group. The index is maintained in hardcopy printouts and on electronic media. The index describes both temporary and permanently valuable records that have previously been appraised and scheduled.

a. Printouts of the Central Project File Index

AUTHORIZED DISPOSITION: PERMANENT. Transfer to WNRC on approval of this schedule. Transfer to the National Archives in January, 1998.

Volume: 4 cubic feet

b. Electronic records

AUTHORIZED DISPOSITION: Destroy on approval of this schedule, or when no longer needed for current agency business.