TO: GENERAL SERVICES ADMINISTRATION, NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)
   Department of the Treasury

2. MAJOR SUBDIVISION
   Assistant Secretary (Administration)

3. MINOR SUBDIVISION
   Office of Personnel

4. NAME OF PERSON WITH WHOM TO CONFER
   Irving W. Wilson, Jr.

5. TEL. EXT.
   634-2179

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.

☐ A Request for immediate disposal.

☒ B Request for disposal after a specified period of time or request for permanent retention.

C. DATE
   7/21/82

D. SIGNATURE OF AGENCY REPRESENTATIVE
   Floyd I. Sandlin

E. TITLE
   Chief, Information Resources Management

F. STATEMENT OF AGENCY OR ESTABLISHMENT
   Records of the Department of the Treasury

   Assistant Secretary (Administration)

   Office of Personnel

   The records described cover copies of initial field and full Merit Systems Protection Board (MSPB) decisions concerning employee appeals of certain adverse actions.

   a. Copies of decisions of MSPB dismissing appeals for lack of jurisdiction.

   DISPOSITION: Destroy on site when one (1) year old.

   b. Copies of cases in which MSPB issues a field or Board decision.

   DISPOSITION: Break files annually. Destroy on site when four (4) years old.

115-107

[Signature]

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Revised April, 1975
Prescribed by General Services Administration
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