

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK	
DATE RECEIVED <b>JUN 13 1975</b>	JOB NO. <b>NC-58-75-12</b>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10	
Date <b>8-25-75</b> <i>James P. O'Neil</i> Archivist of the United States	

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of Treasury
2. MAJOR SUBDIVISION  
Internal Revenue Service
3. MINOR SUBDIVISION  
Facilities Management Division
4. NAME OF PERSON WITH WHOM TO CONFER  
Mrs. Virginia Cooper
5. TEL. EXT.  
184-6711
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

**6-13-75** *Ross Thomson*  
 (Date) (Signature of Agency Representative)

Program Manager,  
Records Management Program  
 (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This is a request for authority to change the disposition of item 22(3), Records Control Schedule 114, Facilities Management Division. (This item was numbered 17 in Job No. <del>NC-58-75-2</del>).</p> <p align="center"><i>NN174-012</i></p> <p>17. <u>Identification Media and Related Records -</u></p> <p>(3) Records pertaining to the development of personnel identification media.</p> <p>(a) DISPOSE after 20 years.</p> <p>(NOTE: This was originally listed in the schedule as a "RETAIN" item).</p>		

*Copy to Agency 8-28-75*

*1 item*