

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NI-217-87-1	DATE RECEIVED 1-22-87
1. FROM (Agency or establishment) U.S. General Accounting Office		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION General Services and Controller		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.	
3 MINOR SUBDIVISION Records Management Staff			
4 NAME OF PERSON WITH WHOM TO CONFER Shirley Allen	5 TELEPHONE EXT 275-3830	DATE 4-20-87	ARCHIVIST OF THE UNITED STATES <i>Frank S. Burke</i>
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 1 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 1/15/87	C. SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE <i>Janice Staples</i> Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1	066-20 <u>Division/Office Numerical Forms Files</u> Case files relating to individual division/office forms, their justification, design, and other actions taken to control forms and their effectiveness. <u>Temporary</u> Cut off at end of FY following discontinuance or obsolescence; destroy 1 year later <i>after cutoff.</i>	NC1-217-82-1-066-20 <i>(6 years)</i>	<i>1 item</i>