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. General Accounting Office

2. MAJOR SUBDIVISION
   Office of Administrative Services

3. MINOR SUBDIVISION
   Records Management

4. NAME OF PERSON WITH WHOM TO CONFER
   [Signature]

5. CERTIFICATE OF AGENCY REPRESENTATIVE:
   [Signature]

   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.

   □ A Request for immediate disposal.

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

   □ C Request for disposal after a specified period of time or request for permanent retention.

   □ D Request for disposal after a specified period of time or request for permanent retention.

   □ E Request for disposal after a specified period of time or request for permanent retention.

   □ F Request for disposal after a specified period of time or request for permanent retention.

6. DESCRIPTION OF ITEM
   Sample or action taken

   Item No. (With inclusive Dates or Retention Periods)

   1. Settled accounts of accountable officers, consisting of the following records, or their equivalents: statements of accountability; statements of transactions; related vouchers and schedules; and supporting papers. EXCLUDING: military and civilian payroll records showing gross and net pay; accounts pertaining to Indians; and vouchers and supporting papers covering freight and passenger transportation charges.

      a. Records created prior to Fiscal Year 1976 (July 1, 1975):

         Destroy 10 years, 3 months, after period covered by account.

      b. Records created after Fiscal Year 1975 (June 30, 1975):

         Destroy 6 years, 3 months after the period covered by the account.

   NCl 217 78 3

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   DATE RECEIVED 8 MAR 1978

   NOTIFICATION TO AGENCY

   In accordance with the provisions of 44 U.S.C. 3103a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

   3-31-78

   Archivist of the United States

   STANDARD FORM 115

   Revised April, 1975

   Prescribed by General Services Administration

   FPMR (41 CFR) 101-11.4