

NC 011 May 21/81

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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| LEAVE BLANK | |
| JOB NO | NCI-217-81-2 |
| DATE RECEIVED | May 19, 1981 |
| 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10 | |
| May 22, '81 Date | <i>[Signature]</i> Archivist of the United States |

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

1. FROM (AGENCY OR ESTABLISHMENT)
US General Accounting Office

2. MAJOR SUBDIVISION
Office of Information Systems and Services

3. MINOR SUBDIVISION
Records Management Services

4. NAME OF PERSON WITH WHOM TO CONFER
Norma Stapleson

5. TEL EXT
275-6204

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.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

| | | |
|---------|---|--|
| C. DATE | D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Norma Stapleson</i> | E. TITLE Records Management Officer |
|---------|---|--|

| 7. ITEM NO | 8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9. SAMPLE OR JOB NO | 10. ACTION TAKEN |
|------------|---|---------------------|------------------|
| 1. | <p>Copies of contracts with related papers created for use during audits by the General Accounting Office. These records are maintained in addition to the official agency contract files.</p> <p>DESTROY on October 1, 1981.</p> <p>This item does <u>not</u> include contracts relating to Indians,</p> <p>Since 1894, GAO and its predecessors have required the maintenance of a duplicate set of contracts for audit purposes. On March 7, 1975, this requirement was eliminated. These records are currently retained for 10 years, 3 months. However, as a result of a recent clarification of the effects of the General Accounting Office Act of 1974 (88 Stat. 1965), GAO has determined that these duplicate contract copies may be destroyed 6 years, 3 months after close of file. (See attached copy of GAO's letter dated February 5, 1981.) Hence all such records are disposable on October 1, 1981, with the one exception noted above.</p> | NCI-217-76-2 | |

Agency copy sent 6/1/81 JKIP
Closed Out: 6-4-81 (K.T.)
Copy to ALL FRCs