

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

RG 197

LEAVE BLANK	
DATE RECEIVED <i>10/2/73</i>	JOB NO. 174-061
DATE APPROVED	
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
<i>11-5-73</i> DATE	<i>James B Rhoads</i> ARCHIVIST OF THE UNITED STATES

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

1 FROM (AGENCY OR ESTABLISHMENT)

Civil Aeronautics Board

2 MAJOR SUBDIVISION

Office of the Secretary

3 MINOR SUBDIVISION

Minutes Section

4 NAME OF PERSON WITH WHOM TO CONFER

5. TEL. EXT

Phyllis T. Kaylor, Chief, Minutes Sec. 382-7939

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of _____ pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

128-7631

Marvin Bergsman

September 21, 1973
(Date)

Marvin Bergsman
(Signature of Agency Representative)

Records Management Officer
(Title)

7. ITEM NO	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1.	<p>Memoranda, staff studies and other back-up material related to matters considered by the Board and reported on in Board Minutes.</p> <p>Retention Period - 20 years after date of Board meeting to which material relates. <i>Permanent</i> <i>e. E. D.</i> <i>10/30/73</i></p>		DISPOSAL NOT APPROVED