

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-408-11-24</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>7-28-11</i>	
1. FROM (Agency or establishment) U.S. Department of Transportation		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Federal Transit Administration			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Danielle Tyler	5. TELEPHONE NUMBER (202) 366-5160	DATE <i>4/28/11</i>	ARCHIVIST OF THE UNITED STATES <i>Withdrawn</i>
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>5-5-11</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Danielle Tyler</i>		TITLE Records Officer
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	Excess Property Reporting Records This disposition includes case files relating to GSA conducted sales of surplus real property and related personal property sold with the real estate. NOTE: These disposition instructions apply to all the described records regardless of physical media. a. <u>Reports of excess real property.</u> Disposition: Temporary. Destroy one year after disposal of property. b. <u>Real property sales files.</u> Disposition: Temporary. Destroy one year after sale of property. c. <u>Excess and surplus property listing.</u> Disposition: Temporary. Destroy when one year old.		