

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1 FROM (AGENCY OR ESTABLISHMENT) **Executive Office of the
President - Office of Management and Budget**
2 MAJOR SUBDIVISION
Management Information and Computer Systems Division
3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Melvin Margerum - Walter W. Haase

5 TEL EXT Code
103 Ext. 3914

6 CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK RG-51	
DATE RECEIVED 14 JUN 1973	JOB NO. 173-33
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Date JUL 6 1973 <i>James E. O'Neil</i> <i>Acting Archivist of the United States</i>	

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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

6/18/73
(Date)

Melvin Margerum
(Signature of Agency Representative)

Records Officer
(Title)

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	RG 51: Records of the Bureau of the Budget Office of Management and Organization ADP Management Branch		
1	Responses requested and received from various federal agencies per B.O.B. Bulletin 60-4 dated October 9, 1959, Utilization of Automatic Data Processing equipment in the federal government (1960). 1 3/4 Cu. Ft.		
2	Agency responses to B.O.B. Bulletin 61-6, dated November 23, 1960, relating to A.D.P. programs (1961). 3/4 Cu. Ft.		
3	Agency responses to B.O.B. memorandum dated, June 17, 1963, requesting specific data relative to A.D.P. Research and Development projects and activities. 1/4 Cu. Ft.		
4	Proposals and bids of private manufacturers of A.D.P. equipment submitted to Treasury Department in 1955 for conversion to planned check reconciliation system. These are non-B.O.B. records. Copies forwarded to B.O.B. because of its government-wide responsibility in A.D.P. management and budget. 1/2 Cu. Ft.		
5	Agency responses to B.O.B. Circular A-55, dated March 14, 1962, revised November 15, 1963. (1962-1966) 2 1/4 Cu. Ft. A) Immediate disposal - Compliance with Circular A-55, (Item 3) covers agency responses received for each year beginning in 1962 through 1966.		

6 items



REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>Final inventories and/or reports prepared by B.O.B. containing government-wide compilations for each year are retained as permanent records of the A.D.P. records depository.</p> <p>B) A continual disposal authorization is requested for all agency responses to Circular A-55 over 5 years old, since no further administrative need or value can be determined after such time.</p>		