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)
   Executive Office of the President

2. MAJOR SUBDIVISION
   Office of Administration

3. MINOR SUBDIVISION
   Council on Environmental Quality

4. NAME OF PERSON WITH WHOM TO CONFER
   Nell Doering/Steve Rudzinski

5. TEL. EXT
   395-3367

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
   3/25/81

   D. SIGNATURE OF AGENCY REPRESENTATIVE
   Nell Doering

   E. TITLE
   EOP Records Management Officer

7. ITEM NO

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates of Retention Periods)</th>
<th>SAMPLE OR JOB NO</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Council on Environmental Quality</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>The statements are arranged by numbers assigned by order of receipt at CEQ. The computer produced index allows access in four ways: by number, by subject, by originating agency, and by geographic area.</td>
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<td></td>
<td>PERMANENT. Offer to NARS when 4 years old. (Approx. 175 linear inches)</td>
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<td>b.</td>
<td>Hardcopy of final EIS's and drafts of EIS's not finalized.</td>
<td>NCL-429-97-9-1</td>
<td>item 20</td>
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<td>Destroy when 25 years old or sooner if no longer of administrative and legal use to CEQ.</td>
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</table>

8. DATE RECEIVED
   March 25, 1981

9. NOTICE 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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

10. STANDARD FORM 115
    Revised April, 1975
    Prescribed by General Services Administration
    FPMR (41 CFR) 101-11.4