

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) NATIONAL ARCHIVES AND RECORDS ADMIN	
2. MAJOR SUBDIVISION Office of Records Services - Wash., D.C.	
3. MINOR SUBDIVISION Records Mgmt Programs	
4. NAME OF PERSON WITH WHOM TO CONFER Stephen Cooper	5. TELEPHONE 301 713-7110 ext. 237

LEAVE BLANK (NARA use only)	
JOB NUMBER NI-GRS-97-2	
DATE RECEIVED 3-12-97	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE 10-24-97	ARCHIVIST OF THE UNITED STATES <i>[Signature]</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 now needed for the business of 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,

is not required; is attached; or has been requested.

DATE 3/12/97	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Chief, NWRC
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN BY NARA USE ONLY
	<p>GRS 9, item 6 7</p> <p>6. <u>Federal Employee Transportation Subsidy Records</u> <i>electronic</i> Documents in either paper or machine-readable form relating to the disbursement of transportation subsidies to employees. Records may include applications of employees no longer in the program, superseded applications, certification logs, vouchers, spreadsheets, and other forms used to document the disbursement of subsidies.</p> <p>DISPOSITION: Destroy when three years old.</p>		

OCT 29 1997
[Signature]

*copy to 2 Agencies
NK*