Schedule Number: NC1-GRS-78-03

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

In Fiscal Year 2013, the GRS Team began a five year project to update and revise the General Records Schedules (GRS) under OMB/NARA M-12-18, Managing Government Records Directive. The old GRS was completely superseded.

See https://www.archives.gov/records-mgmt/grs for the revised GRS, crosswalks, faqs, tools, and other resources.
REQUEST FOR REGO! DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASH D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)
   General Service Administration

2. MAJOR SUBDIVISION
   National Archives and Records Service

3. MINOR SUBDIVISION
   Office of Federal Records Centers

4. NAME OF PERSON WITH WHOM TO CONFER
   Ronald L. Heise, NCD

5. TEL. EXT
   724-1698

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.

<table>
<thead>
<tr>
<th>C. DATE</th>
<th>D. SIGNATURE OF AGENCY REPRESENTATIVE</th>
<th>E. TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/21/78</td>
<td>[Signature]</td>
<td>Director, Records Disposition Division</td>
</tr>
</tbody>
</table>

7. ITEM NO

8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)

   General Records Schedule 18
   Security and Protective Service Records

   Item 23 in hereby amended as follows:


   Records of investigations of personnel employed by or seeking employment from the Government, or whose relationship otherwise with the Government requires a security clearance, but exclusive of copies of investigative reports and related papers furnished to agencies by the Civil Service Commission for which maintenance and disposition instructions are provided in Chapter 736 of the Federal Personnel Manual.

   Destroy 2 years after date of last action.

   [Signed]
   Director, Bureau of Management Services
   Date: 3/6/78

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