

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

N1-28-90-2

DATE RECEIVED

10-1-90

TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (Agency or establishment)  
**United States Postal Service**

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE

ARCHIVIST OF THE UNITED STATES  
Signature of the Archivist of the US not required for disposition of non-Federal records.

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 \_\_\_\_\_ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE  C. SIGNATURE OF AGENCY REPRESENTATIVE  D. TITLE

8/1/90

*P Skelly*

RECORDS OFFICER

7. ITEM NO.

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

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

1. Workroom posters.

a) Approximately 250-300 posters dating from ca. 1974-84, promoting topics such as work environment safety, service to customers, and general safety. Posters vary in size.

Disposition:  
PERMANENT. Transfer to the National Archives upon approval of schedule.

b) Posters determined during archival processing to lack sufficient archival value to warrant permanent retention by the National Archives.

Disposition:  
Destroy immediately.