

Leave 28 July 82

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO
NC1-28-82-7

~~XXXXXXXXXX~~

DATE RECEIVED
July 28, 1982

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

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

1. FROM (AGENCY OR ESTABLISHMENT)
U. S. Postal Service

2. MAJOR SUBDIVISION
Finance Group

3. MINOR SUBDIVISION
Records Office

4. NAME OF PERSON WITH WHOM TO CONFER
William Robinson, Jr.

5. TEL EXT
245-4797

14 FEB 1983

Clark W...
Archivist of the United States

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 2 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 7/26/82	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>H. Hamel</i>	E. TITLE USPS Records Officer
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>This responds in part to your letter of January 11, 1980, requesting Disposal Authorities for Unscheduled Records.</p> <p>The records series address Postal Service case files.</p> <p>MASS DATA CHANGE SHEET ATTACHED</p>		1 item

115-107
Handwritten initials and date 23 Feb 83

Copy to agency, 2-17-83; *ncw*

CATEGORY:

Subcategory:

Control Number	Documents are/pertain to	Arranged and consists of	Used	Then																					
/	Research and Development Case Files maintained at the Laboratory level.	Arranged by project number. They include procurement files, consisting of a copy of each contract or agreement for re-search services with related modifications, changes or addenda; project authorization documents; project cards; technical characteristics; test and trial results; drawings, specifications, and photographs considered to be essential to document design, modifications, and engineering development; technical and progress reports; notice of completion or cancellation and correspondence influencing actions taken on a project. Also includes related punch cards, tapes, or comparable reference media.	To reflect a complete history of each project from initiation through research, development, design, and testing, to completion. (Where applicable, copies and/or deliverables are furnished to National Technical Information Service and to the TARL system, Postal Library).	<p>Move to a closed project file upon cancellation or completion. Assemble papers or documents maintained apart from the file; including prototype models, films, or other items too bulky for previous inclusion. Close this file annually. Destroy when 7-years old.</p> <table border="0"> <thead> <tr> <th data-bbox="2045 596 2271 662">Delete these Authorities:</th> <th data-bbox="2271 596 2475 662">Accession Number</th> <th data-bbox="2475 596 2655 662"></th> </tr> </thead> <tbody> <tr> <td data-bbox="2045 674 2271 707">M-24 2.28/3D</td> <td data-bbox="2271 674 2475 707">65-Q-2432</td> <td data-bbox="2475 674 2655 707">(WNRC)</td> </tr> <tr> <td data-bbox="2045 707 2271 740">M-24 2.28/4A</td> <td data-bbox="2271 707 2475 740">65-A-2432</td> <td data-bbox="2475 707 2655 740">(WNRC)</td> </tr> <tr> <td data-bbox="2045 740 2271 773">M-24 2.28/2A</td> <td data-bbox="2271 740 2475 773">65-K-2432</td> <td data-bbox="2475 740 2655 773">(WNRC)</td> </tr> <tr> <td data-bbox="2045 773 2271 806">M-24 2.28/3A</td> <td data-bbox="2271 773 2475 806">68-A-0019</td> <td data-bbox="2475 773 2655 806">(WNRC)</td> </tr> <tr> <td data-bbox="2045 806 2271 839">M-24 2.28/3A1</td> <td data-bbox="2271 806 2475 839">66-J-2638</td> <td data-bbox="2475 806 2655 839">(WNRC)</td> </tr> <tr> <td data-bbox="2045 839 2271 872">M-24 2.28/3B</td> <td data-bbox="2271 839 2475 872">65-B-2432</td> <td data-bbox="2475 839 2655 872">(WNRC)</td> </tr> </tbody> </table> <p style="text-align: right;"><i>65-R-2432 (WNRC)</i></p> <p style="text-align: right;"><i>addition per M.G. of NARS & L.H. of USPS 2-7-83</i></p>	Delete these Authorities:	Accession Number		M-24 2.28/3D	65-Q-2432	(WNRC)	M-24 2.28/4A	65-A-2432	(WNRC)	M-24 2.28/2A	65-K-2432	(WNRC)	M-24 2.28/3A	68-A-0019	(WNRC)	M-24 2.28/3A1	66-J-2638	(WNRC)	M-24 2.28/3B	65-B-2432	(WNRC)
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