

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-81-97-1</i>	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>7-10-97</i>	
1. FROM (Agency or establishment) U.S. INTERNATIONAL TRADE COMMISSION		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION OFFICE OF INFORMATION SERVICES			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER KRISTIN KRAKE	5. TELEPHONE 202-205-2744	DATE <i>10-1-97</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>7/8/97</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Kristin F. Krake</i>	TITLE <i>Records Mgmt Officer</i>	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	REVISION OF NC1-81-78-1 (as revised by NC1-81-89-1), by inserting this item 12, and re-numbering the present items 12-29. 12. Files Maintained by the Office of the Secretary on Investigations of Possible Violations of Administrative Protective Orders and Commission Rules. Arranged chronologically by the number of the investigation in connection with which the possible violation occurred. Records of Commission votes, published notices, internal memoranda, correspondence. a. Documents subject to expungement by Commission rule. Destroy when the conditions for expungement		

are satisfied, or ten years after the investigation is closed, whichever occurs first.

b. All other documents.

Destroy ten years after the investigation into the possible violation is closed.