

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO <b>NI-146-87-1</b>	DATE RECEIVED <b>10-9-86</b>
1 FROM <i>(Agency or establishment)</i> <b>U.S. Office of Personnel Management</b> 2 MAJOR SUBDIVISION		NOTIFICATION TO AGENCY	
<b>Office of Information Management</b> 3 MINOR SUBDIVISION		In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
<b>Information Systems Plans and Policies Division</b> 4 NAME OF PERSON WITH WHOM TO CONFER		5 TELEPHONE EXT <b>632-7720</b>	DATE <b>1-22-87</b>
<b>Charles R. Chesek</b> 6 CERTIFICATE OF AGENCY REPRESENTATIVE		ARCHIVIST OF THE UNITED STATES <i>Francis J. Burke</i>	

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 3 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B DATE	C SIGNATURE OF AGENCY REPRESENTATIVE	D TITLE	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
<b>10/6/86</b>	<i>William C. Duffy</i> William C. Duffy	Chief, Information Systems Plans and Policies Division		
7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1	Amend item 20 (Addressee-Index File), Administrative Management Section (ADM), Administrative Manual Supplement 44-3 (Disposition of Records), to allow for the immediate destruction of the records listed under 20.a. (Central office Master Addressee Index).  The OPM will no longer maintain an Addressee-Index. Abolishment of the Index is based on recommendation C-4 (attached) of NARS Inspection Report, Maintenance and Disposition of Records at the Office of Personnel Management. OPM has concurred with the recommendation.		NCI-146-77-1	

115-108  
*DW/27/87 OPM-NNF*