

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Railroad Retirement Board

2. MAJOR SUBDIVISION

Bureau of Personnel

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Alfred Meredith

5. TEL. EXT.

387-4525

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED 14 JUN 1978	JOB NO. NC 1 184 78 5
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
WITHDRAWN	
(Date)	Archivist of the United States

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.

6-7-78
Date

(Signature of Agency Representative)

Director of Supply and Service
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p align="center">Railroad Retirement Board Schedule 3</p> <p>Notifications of Personnel Action, SF-50</p> <p>(a) Chronological file copies, including fact sheets, maintained in bureau of personnel.</p> <p>Destroy when 2 years old.</p> <p>(b) Payroll or fiscal copy.</p> <p>Destroy when related pay records are audited by GAO or when 3 years old, whichever is sooner.</p>	GRS1-1ha	WITHDRAWN
2	<p>Exit Interview File</p> <p>Destroy 6 months after transfer or separation of employee.</p>	GRS1-8	WITHDRAWN

3 items