

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK

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

JOB NO  
**N1-220-87-3**

DATE RECEIVED  
**1-5-87**

1 FROM (Agency or establishment)  
Pennsylvania Avenue Development Corporation

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION  
Development Division

In accordance with the provisions of 44 U.S.C. 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

Alexander K. Milin

724-9091

2/18/87

**SIGNATURE OF THE ARCHIVIST IS NOT REQUIRED FOR APPROVAL OF PERMANENT RETENTION OF 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 1 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 <i>Barbara S. Austin</i> Barbara S. Austin	D TITLE Administrative Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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.	<p>Manuscript drawings of proposals commissioned by the Pennsylvania Avenue Development Corporation and its predecessors. Included are preliminary and final manuscript exhibit drawings, sketches and tracings of <del>proposals</del> for Pennsylvania Avenue and adjacent squares in the project area, some which were not constructed.</p> <p>Disposition: Cut off file every five years. Convert cut off drawings to 35 mm silver-halide microfilm. All microfilming will conform to standards set forth in 41 CFR 101-11.506.</p> <p>two copies of the microfilm, one of which is silver halide:</p> <p>a. Original drawings and <del>one copy of the microfilm</del>: permanent. Offer to NARA when microfilm is verified. Arrangement: by city square {block} and project. Current volume: <del>on hand</del> 40 cubic feet. Annual accumulation: 5 cubic feet.</p> <p>b. PADC microfilm copies: retain until no longer needed for administrative use. (Non-record)</p> <p>c. PADC blueprint copies of original drawings: permanent. Offer to NARA when microfilm is verified. Arrangement: by city block and project. Current volume on hand: 40 cubic feet. Annual accumulation: 5 cubic feet.</p>		<p>All changes to this schedule have been approved by:</p> <p><i>Barbara S. Austin</i> Agency Representative</p> <p><i>William H. Perry</i> NARA Appraiser</p>

4/2/87 Agency, NCF, NNF, NNS