REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1. FROM (Agency or establishment)
   NASA Johnson Space Center

2. MAJOR SUBDIVISION
   Center Operations Directorate

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFERR
   Susanne Malof
   JSC Records Manager (Code JM2)

5. TELEPHONE EXT
   FTS 525-4008

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
   8/19/88
   C. SIGNATURE OF AGENCY REPRESENTATIVE
   Nina K. Regan
   (202/755-1083)

   D. TITLE
   NASA Records Officer
   NASA Headquarters, Code NTD-1
   Washington, DC 20546

   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 GRS OR SUPERSEDED JOB CITATION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. One folder containing official correspondence to and from Wesley L. Hjornevik, Assistant Director for Administration, Space Task Group, Houston, Texas, including original directives signed by Robert R. Gilruth, Director. Correspondence dated September 1961 through January 1963.

   Title: Relocation (Langley to Houston)

   Retention: Permanent. Transfer to the National Archives

   Clearance: Letters from History Office, JSC, and Correspondence Control Office, JSC (See attached)

   Rec'd Langley Concurrence (8/1/88-B. Newton)

   DISPOSITION: Transfer immediately to the National Archives and Records Administration.

   ** File is currently located at NASA Headquarters, Code NTD-1
   Point of Contact is Adria Lipka, 755-1070