

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
		JOB NO	N1-255-88-4
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED	8-30-88
1 FROM (Agency or establishment) NASA Johnson Space Center		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Center Operations Directorate		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 Susanne Malof JSC Records Manager (Code JM2) **	5 TELEPHONE EXT FTS 525-4008	DATE 12/29/88	ARCHIVIST OF THE UNITED STATES <i>Claudia Meeker</i>

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 <i>Nina K. Regan</i> Nina K. Regan (202/755-1083)	D TITLE NASA Records Officer NASA Headquarters, Code NTD-1 Washington, DC 20546
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
1.	<p>One folder containing official correspondence to and from Wesley L. Hjernevik, 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.</p> <p>Title: Relocation (Langley to Houston)</p> <p>Retention: Permanent. Transfer to the National Archives</p> <p>Clearance: Letters from History Office, JSC, and Correspondence Control Office, JSC (See attached) Rec'd Langley Concurrence (8/1/88-B. Newton)</p> <p>DISPOSITION: Transfer immediately to the National Archives and Records Administration.</p> <p>** File is currently located at NASA Headquarters, Code NTD-1 Point of Contact is Adria Lipka, 755-1070</p>		