

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO
NI-255-90-7

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

DATE RECEIVED
9/25/90

1 FROM (Agency or establishment)
National Aeronautics and Space Administration (NASA)

NOTIFICATION TO AGENCY


2 MAJOR SUBDIVISION
Kennedy Space Center (KSC)

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

3 MINOR SUBDIVISION
Supply, Transportation & Services Division

4 NAME OF PERSON WITH WHOM TO CONFER
Lex O. Pierce, Chief Supp., Trans. & Ser. Div.
Mary D. Fouraker, KSC Records Manager


5 TELEPHONE EXT
FTS 823-2309
FTS 823-4540

DATE
11/4/91
ARCHIVIST OF THE UNITED STATES


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 9-25-90	C SIGNATURE OF AGENCY REPRESENTATIVE  Adria A. Lipka (703) 271-5541	D TITLE NASA Records Officer NASA Headquarters, M/C NTD-1 Washington, DC 20546
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)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>PLANT CLEARANCE CASE FILES - (CONTRACTOR EXCESS PROPERTY) (UFI 4360)</p> <p>These files document the reporting, processing, and disposition of Government Furnished Property/Equipment provided to contractors that has become excess to their needs.</p> <p><u>KSC ONLY: Plant Clearance Case Files</u></p> <p>These case files consist of documentation on the excess personal property turned in to the Center Plant Clearance Officer by cost-type onsite contractors.</p> <p>DISPOSITION: Destroy 3 years after year in which case is closed.</p> <p>When approved this item will be sequentially numbered under Uniform Files Index Number: 4360 and incorporated into the NASA Records Retention Schedules (NHB 1441.1B). Until NHB 1441.1B is issued authority for all disposition actions for these items will be:</p> <p style="text-align: center;">NI-255-90-7</p> <p><i>Copies sent to NNA, NN-W, NNT, NCF 1-9-92</i></p>	4360	