

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-174-000137

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Disposal at the agency is assumed.

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

RG:255

TO **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1 FROM (AGENCY OR ESTABLISHMENT)
National Aeronautics & Space Administration

2 MAJOR SUBDIVISION
Headquarters Administration Office

3 MINOR SUBDIVISION
Administrative Services Division

4 NAME OF PERSON WITH WHOM TO CONFER
Carl F. Steinmetz

5 TEL EXT
755-2295

6 CERTIFICATE OF AGENCY REPRESENTATIVE

| | |
|--|--|
| LEAVE BLANK | |
| DATE RECEIVED JAN 28 1974 | JOB NO |
| NC 174-137 | |
| 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 with 'drawn' in column 10 | |
| Date 3-13-74 | <i>James B. Rhoads</i> 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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

Jan. 24, 1974
(Date)

Nathan C. Haines
(Signature of Agency Representative)

Nathan C. Haines
Director, Administrative Services Div.
(Title)

| 7 ITEM NO | 8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods) | 9 SAMPLE OR JOB NO | 10 ACTION TAKEN |
|--------------|---|--------------------------|--------------------|
| | <p>Permission is requested under FPMR 101-11.503, to destroy the hard copy records and to retain 35mm microfilm (aperture cards) of Class I Design and Production Engineering Drawings and associated documents such as, Engineering Change Orders, Drawing Release Lists, and Parts Lists produced by Marshall Space Flight Center during the life of the Saturn and Skylab Program, beginning approximately 1959 and going through 1973. This consists of approximately 23,000 drawings plus 150,000 of the associated documents. All of these drawings and associated documents have been microfilmed. These consist of approximately 1,000,000 aperture cards whose volume is about 150 cu ft. The cards are filed in sequential order by drawing number with all revisions and associated documents related to each drawing filed with the basic drawing number. (Positive roll microfilm of these drawings were already transferred to the Federal Records Center under the following accessions:</p> <p>74A-370, 73A-1914, 73A-1238, 73A-958, 73A-440, 73A-330, 73A-268, 72A-1574, 72A-1189, 72A-536, 71A-1785, 71A-1091, 71A-1057, 71A-273, 70A-1226, 70A-1655, 70A-830, 69A-225, 70A-147, 69A-1946, 69A-1260, 69A-773, 69A-461, 68A-1646, 69A-35, 68A-1632, 68A-1491, 68A-1415, 68A-1324, 68A-735, 68A-465, 68A-386, 67A-869, 68A-98, 67A-1213, 67A-685, 67A-598, 66A-433, 66A-626</p> | | |

Listing

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

| 7 ITEM NO | 8 DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS) | 9. SAMPLE OR JOB NO | 10 ACTION TAKEN |
|--------------|--|---------------------------|--------------------|
| | <p>This master microfilm aperture card file will be retained at Marshall Space Flight Center (presently in the Documentation Division of Management Services Office) until its reference value ceases, at which time it will be retired to the Federal Records Center.</p> <p>DISPOSITION: Retain indefinitely in accordance with NASA Records Control Schedule 25, Items 1a(4), 1a(9), and 1a(10), and Records Retention Plan No. NN-473-14.</p> <p>Microfilming was performed in accordance with MIL-D-9868 and with NHB 1440.4A.</p> <p>This certifies that the records described on this form were microfilmed in accordance with the standards set forth in FPMP 101-11.504.</p> <p><u>DISPOSITION:</u></p> <p>a. <u>Master Microfilm Aperture Card File.</u> DESTROY NOT AUTHORIZED FOR DISPOSAL AT THIS TIME in accordance with NASA Records Control Schedule No. 25, Items 1a(4), 1a(9) and 1a(10), as amended under NC-174-109.</p> <p>b. <u>Original Hard Copy Records.</u> DESTROY after microfilm copy has been certified to meet all requirements.</p> | | |

JS
 2/5/74