Schedule Number: NC1-269-80-06

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

During a comprehensive rescheduling effort beginning in 2016 and culminating in 2019. All authorities on this schedule were superseded by this body of disposition authorities.

Office of General Counsel Records (269.2) DAA-0269-2016-0001
Budget, Finance, and Contractor Management Program Records (269.3) DAA-0269-2016-0004
Office of the Inspector General (269.4) DAA-0269-2015-0002
Civilian Board of Contract Appeals Program Records (269.5) DAA-0269-2016-0002
Professional Services To and With Other Agencies (269.6) DAA-0269-2016-0012
Internal Information Technology Services to GSA (269.7) DAA-0269-2016-0011
Program Management Records (269.11) DAA-0269-2016-0006
Communications Records (269.12) DAA-0269-2016-0007
Legislative and Congressional Affairs Records (269.13) DAA-0269-2016-0008
Audit Resolution Program Records (269.14) DAA-0269-2016-0003
Customer Service / Business Development Records (269.15) DAA-0269-2016-0013
Human Resources Program Records (269.16) DAA-0269-2016-0009
Security Records (269.17) DAA-0269-2016-0010
Public Building Service Records DAA-0121-2015-0001
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)
General Services Administration

2 MAJOR SUBDIVISION
Records Management Branch

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER
Ray Hershberger

5 TEL EXT
566-0673

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 ___ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ A Request for immediate disposal
☐ B Request for disposal after a specified period of time or request for permanent retention.

C DATE
4/4/80

D. SIGNATURE OF AGENCY REPRESENTATIVE
Michael L. Berlowitz

E TITLE
Chief, Records Management Branch (HRAR)

7. ITEM NO

8. DESCRIPTION OF ITEM
(Neutral Dates or Retention Periods)
Nixon era White House referrals. These documents consist of the original letters from the White House, Senators, Congressman, and other sources trying to obtain employment for individuals within the General Services Administration. These documents cover a span of time from 1971-1973 and include SF 171 and similar resumes.

9 SAMPLE OR JOB NO

10 ACTION TAKEN

LEAVE BLANK

JOB NO
NC1-269-80-6

DATE RECEIVED
4-16-80

NOTIFICATION TO AGENCY
In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrown" in column 10.

5-13-80

Date

An Employee of the United States

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4
**SECTION I – ACTION TAKEN**

1 **APPROVED FOR DISPOSAL** The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not have sufficient value for purposes of historical or other research, functional documentation, or the protection of individual rights to warrant permanent retention by the Federal Government.

**GENERAL ACCOUNTING OFFICE CONCURRENCE** ☑ IS NOT NECESSARY ☑ IS NECESSARY AND HAS BEEN OBTAINED

2 **APPROVED FOR PERMANENT RETENTION** The records described under the following item or items have been appraised by the National Archives and Records Service (NARS) and are designated for permanent retention by the Federal Government. The agency will offer these records to NARS as specified in the schedule.

3 **DISPOSITION NOT APPROVED** The records described under the following item or items are not approved for disposition. See Section III of this form for explanation.

4 **WITHDRAWN** The records described under the following item or items have been withdrawn at the request of the agency.

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**SECTION II – RECOMMENDATION/CONCURRENCES**

<table>
<thead>
<tr>
<th>TITLE</th>
<th>SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPRAISER</td>
<td>Ronald J. Heise</td>
<td>April 24, 1980</td>
</tr>
<tr>
<td>DIRECTOR, RECORDS DISPOSITION DIVISION</td>
<td>Henry J. Wolf</td>
<td>4-24-80</td>
</tr>
<tr>
<td>NL</td>
<td>Jerry W. Jones</td>
<td>5-6-80</td>
</tr>
<tr>
<td>NNF</td>
<td>Jeneva Y. Andrews</td>
<td>5-12-80</td>
</tr>
</tbody>
</table>

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**SECTION III – APPRAISER’S COMMENTS**