


<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: <b>GENERAL SERVICES ADMINISTRATION</b> <b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b>		JOB NO. <b>N1-286-89-2</b>	DATE RECEIVED <b>5-30-89</b>
1. FROM (Agency or establishment) <b>Agency for International Development, USAID/Jamaica</b>		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION		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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 <b>Renee Poehls</b> <b>Records Management Branch</b>	5. TELEPHONE EXT. <b>875-1823</b>		
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.

Sent concurrently (GAO to notify NARA directly per telephone conversation w/ Ethel Forbs.)

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <b>5/22/89</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE <b>A.I.D. Records Management Officer</b>
---------------------------	--	--

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 GRS OR SUPERSEDED JOB CITATION	10.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>
32020	Audit Report Files		
35110	General Accounting Ledgers		
35170	Payroll preparation and processing copies		
	The above listing of files have been damaged by exposure and infestation by insects as a result of a hurricane. Attached is a copy of the cable from USAID/Jamaica requesting authorization for immediate destruction of these records.		