

**REQUEST FOR AUTHORITY  
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

<b>LEAVE BLANK</b>	
DATE RECEIVED <b>APR 15 1975</b>	JOB NO.
DATE APPROVED <b>NC-362-75-6</b>	
NOTIFICATION TO AGENCY	
<p>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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.</p> <p><b>4-21-75</b> <i>James B. Rhoads</i>          Date Archivist of the United States</p>	

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

1. FROM (AGENCY OR ESTABLISHMENT)

**ACTION**

2. MAJOR SUBDIVISION

**Administration & Finance**

3. MINOR SUBDIVISION

**Administrative Services Division**

4. NAME OF PERSON WITH WHOM TO CONFER

**Joe Manno**

5. TEL. EXT.

**254-3525**

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of \_\_\_\_\_ pages are proposed for disposal for the reason indicated: ("X" only one)

**A** The records have ceased to have sufficient value to warrant further retention.

**B** The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

**3/31/75**  
(Date)

**John F. Nolan, Director, Office of Administrative Services**

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><b>Federal Register</b></p> <p>These are case files of items that are published in the Federal Register. They include regulations, proposed regulations, notices of advisory committee meetings and other documents. The files contain a xerox of the original material sent to the Federal Register, all agency clearances on the item, a copy of the Federal Register in which the item was published and all related correspondence. The items are divided into notices filed alphabetically and publications filed numerically.</p> <p>A&amp;F/AS will cut-off files at the end of the year. Hold until no longer administratively needed.</p>		

*Copy to Agency 4/24/75*

## REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

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2/13/75  
(Date)

*John F. Nolan*  
**John F. Nolan, Director of Administrative Services Division**  
 (Signature of Agency Representative) (Title)

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