

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

NC *Rec'd Nov 8 Dec 80*

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

1. FROM (AGENCY OR ESTABLISHMENT)

ACTION

2. MAJOR SUBDIVISION

Administration and Finance

3. MINOR SUBDIVISION

Administrative Services Division

4. NAME OF PERSON WITH WHOM TO CONFER

Marilyn Taylor

5. TEL. EXT.

254-8103

LEAVE BLANK	
JOB NO	
NCI-362-81-1	
DATE RECEIVED	December 10, 1980
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	3-19-81 <i>[Signature]</i> Archivist of the United States

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.

12-4-80 James B. Lancaster, *[Signature]* Assistant Director for Administration

(Date)

(Signature of Agency Representative)

and Finance

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Peace Corps Applicant Case Files</u></p> <p>Case files arranged by social security number in terminal digit sequence containing an application; miscellaneous processing documents, references, assessment and evaluation of the applicant.</p> <p>a. AF/AS/PM will hold case files of Peace Corps applicants who terminate during CAST, PRIST or training, 2 years and retire to WNRC. WNRC will hold 5 years and destroy.</p> <p>b. Case files of applicants who become volunteers will become part of the Official Peace Corps Volunteer Personnel file, scheduled in NC-362-76-1, Item 2.</p>		

*to WNRC, agency, NNF, 3/26/81. RJB.
 Closed Out: 4-9-81: K.T.D.*