

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK	
DATE RECEIVED <b>JAN 13 1976</b>	JOB NO. <b>NC1-403-76-1</b>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>3-3-76</b> Date	<i>James B. Rhoads</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)  
**EUQAL EMPLOYMENT OPPORTUNITY COMMISSION**
2. MAJOR SUBDIVISION  
**District Offices**
3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
**Sally Crocker**

5. TEL. EXT.  
**634-6983**

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.

Amendment to our request dated June 10, 1971 Archives Job No. NN-171-166

<i>1/9/76</i> (Date)	<i>Martin O. Alexander</i> Martin O. Alexander (Signature of Agency Representative)	Director, Management and Organization Division (Title)
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	Amendments to Items 1 and 2 of Archives Job No. NN-171-166		
✓ 1	<b>REJECTED CHARGE FILE.</b> Documents relating to lack of EEOC jurisdiction, the charge not being filed within the prescribed time limits, or because the charge fails to state a valid claim.  Disposition: 1-1 Destroy six (6) months following date of dismissal.		
✓ 2	<b>ADMINISTRATIVE CLOSURE FILE.</b> Documents relating to closure by administrative means because: the charging party wishes to withdraw his/her charge from Commission proceedings; the Commission has been unable, after reasonable effort, to locate the charging party for a period of 180 days; or the Charging Party fails to provide requested necessary information; or otherwise refuses to cooperate to the extent that the Commission is unable to resolve the charge.  Disposition: 2-1 Destroy six (6) months following date of dismissal.		<i>2 items</i>

*Copies to Agency + All FRC's 3-5-76 (W)*