

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-424-88-1

TO GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

DATE RECEIVED

2-19-88

1 FROM (Agency or establishment)

Consumer Product Safety Commission

2 MAJOR SUBDIVISION

Division of Management Services

3 MINOR SUBDIVISION

Administrative Services Branch

4 NAME OF PERSON WITH WHOM TO CONFER

Mary A. Reid

5 TELEPHONE EXT.

492-6666

DATE

4/5/88

ARCHIVIST OF THE UNITED STATES

Claudia Weiker

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

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, 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

A GAO concurrence is attached, or is unnecessary

B DATE

2/16/88

C SIGNATURE OF AGENCY REPRESENTATIVE

Mary A. Reid

D TITLE
CPSC Records Management Officer

7 ITEM NO

1.

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

Revision of NC1-424-76-1, item 15

15b. Clippings

Clippings arranged by product code and used in investigating consumer products and safety and used as evidence in product litigation and other regulatory activities.

Cut off at end of fiscal year. Transfer to WNRC when 5 years old. Destroy when 15 years old.

9 GRS OR SUPERSEDED JOB CITATION

10 ACTION TAKEN (NARS USE ONLY)

item