

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) Washington, DC 20408		JOB NUMBER	N1-478-95-3
1. FROM (Agency or establishment) U.S. Office of Personnel Management		DATE RECEIVED	5-2-95
2. MAJOR SUBDIVISION Office of Information Resources Management		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Plans and Policies Division			
4. NAME OF PERSON WITH WHOM TO CONFER Leslie Crawford	5. TELEPHONE 703-606-8565	DATE	8/18/95
		ARCHIVIST OF THE UNITED STATES <i>W. Carl</i>	

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached one 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, under the provisions of Title 8 of GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 12/1/94	SIGNATURE OF AGENCY REPRESENTATIVE <i>Leslie Crawford</i>	TITLE Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Amend the Executive Personnel portion of OPM Administrative Manual Supplement 44-3, Disposition of Records, to add a new item 9.</p> <p>9. Electronic database files containing:</p> <p>a. Information on present and former incumbents of executive positions, including demographic, appointment and assignment information (e.g., name, office address, date of birth, Social Security Number, sex, race and ethnic designation, positions held, pay rates, and types of appointments). Destroy when no longer needed for administrative purposes.</p> <p>b. Information on executive positions (e.g., title, pay plan, grade or level, appointing authority, and location). Destroy when no longer needed for administrative purposes.</p> <p>c. Information on actions requiring approval by OPM or other authority (e.g., Presidential rank award determinations, executive qualification approvals, approvals of noncareer and limited appointing authorities). Destroy when no longer needed for administrative purposes.</p>	NEW	

Copies sent to agency, NSX 8/31/95

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION

JOB NUMBER

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OF 37.
ITEM
NO.

8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

9. GRS OR
SUPERSEDED
JOB CITATION10. ACTION
TAKEN (NARA
USE ONLY)

d. Information on Federal agencies (e.g., name, executive position allocations, and organizational subelements).

Destroy when no longer needed for administrative purposes.

115-205

Two copies, including original, to be submitted to the National Archives and Records Administration.

STANDARD FORM 115-A (WP) (REV. 3-91)
Prescribed by NARA
36 CFR 1228