

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)  
**U.S. Office of Personnel Management**

2. MAJOR SUBDIVISION  
**Information Management Division**

3. MINOR SUBDIVISION  
**Information Systems Plans and Policies Branch**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Charles R. Chesek**

5. TEL EXT  
**632-6883**

<b>LEAVE BLANK</b>	
JOB NO	<b>NCL-146-83-6</b>
DATE RECEIVED	<b>4-1-83</b>
<b>NOTIFICATION TO AGENCY</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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>9/24/83</b> <i>Date</i>	<i>[Signature]</i> <i>Archivist of the United States</i>

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A** Request for immediate disposal.
- B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE <b>3/15/83</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> <b>William C. Duffy</b>	E. TITLE <b>Chief, Info. Systems Plans and Policies Branch</b>
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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
<b>RET 20</b>	<p>Standard Form 1199(A), Authorization For Deposit of Federal Recurring Payments</p> <p>File by date of receipt. Destroy after retention of 4 years.</p> <p>The information from this form is entered, on receipt of the form, into OPM's automated annuity rolls system, currently maintained in accordance with disposition standards established for AMS 44-3/RET 1.</p>	<b>new item</b>	

*Mass Data Change Sheet Not Required.  
Agency copy picked up 9/28/83. DWZ*