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| <b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b><br><i>(See Instructions on reverse)</i>                         |                                    | LEAVE BLANK                                                                                                                                                                                                                                                                                       |                                                          |
| TO: <b>GENERAL SERVICES ADMINISTRATION</b><br><b>NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408</b> |                                    | JOB NO<br><b>N1-362-87-1</b>                                                                                                                                                                                                                                                                      | DATE RECEIVED<br><b>6-17-87</b>                          |
| 1 FROM (Agency or establishment)<br><b>Peace Corps</b>                                                           |                                    | NOTIFICATION TO AGENCY                                                                                                                                                                                                                                                                            |                                                          |
| 2 MAJOR SUBDIVISION<br><b>Office of the Associate Director for Volunteer Recruitment and Selection.</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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required. |                                                          |
| 3 MINOR SUBDIVISION                                                                                              |                                    | DATE<br><b>9-9-87</b>                                                                                                                                                                                                                                                                             | ARCHIVIST OF THE UNITED STATES<br><i>James H. Bunker</i> |
| 4 NAME OF PERSON WITH WHOM TO CONFER<br><b>John von Reyn</b>                                                     | 5 TELEPHONE EXT<br><b>254-6020</b> |                                                                                                                                                                                                                                                                                                   |                                                          |
| 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, 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<br><b>6/12/87</b> | C. SIGNATURE OF AGENCY REPRESENTATIVE<br><i>John M. von Reyn</i><br><b>John M. von Reyn</b> | D TITLE<br><b>Chief, Paperwork &amp; Reords Mgt. Branch</b> |
|--------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------|

| 7 ITEM NO | 8 DESCRIPTION OF ITEM<br><i>(With Inclusive Dates or Retention Periods)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN<br><i>(NARS USE ONLY)</i> |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------------|
| 1.        | <p><u>Peace Corps Volunteer Applicant Files.</u><br/>Peace Corps Volunteer applicant files are established for basically qualified (meet age and citizenship requirements) individuals who apply for service. The files contain the application, reference forms, background information form, evaluation/interview forms, letters, medical or legal flag forms, and miscellaneous papers created during the application process. The records are filed by the last two digits of the applicant's social security number. Files are grouped by recruiting seasons (quarter-years). Files are usually 1 to 1 1/2 years old by the time they are closed.</p> <p>A. <u>Files of Applicants who become trainees.</u><br/>VOLUME: 52 cubic feet per year<br/>DISPOSITION: Close file when applicant reports for training. Retire to FRC three months after quarter in which file is closed. FRC will destroy 4 years after the year the applicant reported for training.</p> <p>B. <u>Files of applicants who do not become trainees.</u><br/>(1) Applicants who are not barred from reapplying for three years on the basis of suitability.<br/>VOLUME: 120 cubic feet<br/>DISPOSITION: Destroy files quarterly 1 year after the file is inactivated.<br/>(2) Applicants who are barred from reapplying for three years on the basis of suitability.<br/>VOLUME: 1 cubic foot<br/>DISPOSITION: Hold files 3 years after inactivation date and destroy.</p> | N1-362-82-2                      |                                           |

*copies to agency, NCF*