REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS
(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)
   ACTION
   Administration and Finance

3. MINOR SUBDIVISION
   Administrative Services Division

4. NAME OF PERSON WITH WHOM TO CONFER
   Marilyn Taylor

   5. TEL. EXT. 254-8103

6. CERTIFICATE OF AGENCY REPRESENTATIVE:
   James B. Lancaster, Deputy Assistant Director for Administration
   and Finance

   (Date) 3-19-81

   (Signature of Agency Representative)

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ITEM</th>
<th>ACTION TAKEN</th>
<th>SAMPLE OR JOB NO.</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Peace Corps Applicant Case Files</td>
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<td>Case files arranged by social security number in terminal digit sequence containing an application, miscellaneous processing documents, references, assessment and evaluation of the applicant.</td>
<td>AF/AS/PM will hold case files of Peace Corps applicants who terminate during CAST, PRIST or training 2 years and retire to WNRC. WNRC will hold 5 years and destroy.</td>
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<td>a.</td>
<td>b. Case files of applicants who become volunteers will become part of the Official Peace Corps Volunteer Personnel file, scheduled in NC-362-76-1 Item 2,</td>
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Four copies, including original, to be submitted to the National Archives and Records Service.