

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-149-87-1

DATE RECEIVED

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

1. FROM (Agency or establishment)

Government Printing Office

2. MAJOR SUBDIVISION

Superintendent of Documents

3. MINOR SUBDIVISION

Classification and Cataloging Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Frank Tansey

5. TELEPHONE EXT.

275-1140

DATE

ARCHIVIST OF THE UNITED STATES

NOTIFICATION TO AGENCY

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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 2 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
2/6/87		

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p>Administrative history: The Government Printing Office (GPO) began operations with Congressional Joint Resolution 25 of June 23, 1860. GPO prints, binds, and distributes Government publications, forms, and blank books, as outlined and defined in the Act of October 22, 1968, as amended (82 Stat. 1238; 44 U.S.C. 101 et seq.) The operations of the Superintendent of Documents, the Library Division, and the Classification and Cataloging Branch were authorized under the Printing Act of 1895 (also included in 44 U.S.C. 101 et seq.) As stated in 44 U.S.C. 174, the Classification and Cataloging Branch is responsible for compiling and issuing the <u>Monthly Catalog of U.S. Government Publications</u>, in which cataloging, indexing, and terms of availability are shown for publications issued by the various departments and agencies of government. The <u>Monthly Catalog</u> consists of 12 regular issues plus one annual <u>Periodicals Supplement</u>. Each of these contains records for an average of 2,000 publications.</p>		WITHDRAWN

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NO.

PAGE

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>PUBLICATIONS: Includes one copy of every document issued or published by the Public Printer and the head of each executive department, independent agency, and establishment of the Government, which is listed in the <u>Monthly Catalog of U.S. Government Publications</u>, as prescribed in Title 44, Chapter 19, paragraph 1711, <u>United States Code</u>.</p> <p>a. Paper copy (no microfiche equivalent). Arranged according to Superintendent of Documents classification system. Separate sequence and packaging for maps.</p> <p>PERMANENT. Commencing in FY 1988, with the January 1988 <u>Monthly Catalog</u> issue, cumulate in blocks equivalent to one <u>Monthly Catalog</u> issue and transfer at the completion of the monthly publication cycle to FRC. Each monthly block will consist of approximately 40 cubic feet. Offer to the National Archives in 1-year blocks when the latest is two years old.</p> <p>Transfer existing 1-year blocks covering <u>Monthly Catalog</u> publication years 1985, 1986, and 1987 to the FRC and offer to the National Archives when the latest is 2 years old. Each 1-year block consists of a single interfiled sequence in Superintendent of Documents classification number order, or approximately 450-500 cubic feet of publications.</p> <p>b. Microfiche (no paper equivalent)</p> <p>1. Diazo or vesicular copies arranged in Superintendent of Documents classification number sequence.</p> <p>PERMANENT. Commencing with the 1988 <u>Monthly Catalog</u> issues in FY 1988, cumulate in 1-year blocks and transfer to FRC with the completion of a <u>Monthly Catalog</u> year. Offer to the National Archives in 1-year blocks when the latest is 2 years old.</p> <p>Transfer existing single block covering <u>Monthly Catalog</u> publication years 1985-1987 to the FRC and offer to the National Archives when the 1987 material is 2 years old. This block consists of a single interfiled sequence in Superintendent of Documents classification number order.</p>		