

**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)

Department of Commerce

2. MAJOR SUBDIVISION

Bureau of the Census

3. MINOR SUBDIVISION

Correspondence Control Staff, Program and Policy

4. NAME OF PERSON WITH WHOM TO CONFER

Development Office

*Louise P. Welch*  
Louise P. Welch

763-5415

LEAVE BLANK

JOB NO.

**NC1-29-78-1**

DATE RECEIVED

**8 1 OCT 1977**

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

*11-3-77* *James B. Load*  
Date Archivist of the United States

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	
10/17/77	<i>Ray V. Parr</i>	Departmental Records Management Officer	
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><i>Records</i></p> <p>Copies of advance texts of reports to be released to agencies outside the Bureau before being made publicly available together with a Census pink sheet (initialed by the Director of the Census Bureau) indicating when the material will be publicly released and to what agency outside the Bureau the information will be given beforehand. Sometimes, the "pink sheet" will contain a synopsis of the information given to the agency.</p> <p>Volume: 2 file drawers or 3 cubic feet</p> <p>Data Scope: 1967 - present</p> <p>Attached to SF 115 are examples of the type of documents that constitute the above file.</p> <p>Since the above records series is an ongoing file that will continue to accumulate in the future, approval of this SF 115 constitutes continuing authority to destroy documents in the above series 1 year after their creation.</p>	1 item	

*Sent to agency, NNF-11/7/77*