

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

RG 29

LEAVE BLANK	
DATE RECEIVED JAN 2 1973	JOB NO. NN-173-117
DATE APPROVED	
NOTIFICATION TO AGENCY	
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.	
1-12-73 DATE	<i>James B. Rode</i> ARCHIVIST OF THE UNITED STATES

TO: GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)
Social and Economic Statistics Administration

2. MAJOR SUBDIVISION
Bureau of the Census

3. MINOR SUBDIVISION
Foreign Trade Division

4. NAME OF PERSON WITH WHOM TO CONFER
S. F. Timothy Mullen

5. TEL. EXT.
173-35406

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of _____ pages are proposed for disposal for the reason indicated: ("X" only one)

- A The records have ceased to have sufficient value to warrant further retention.
- B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

12-14-72 (Date) *[Signature]* (Signature of Agency Representative) Records Officer (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Low Value Files - Consisting of export declarations and import entry forms that are excluded from complete statistical processing. Various sampling or estimating techniques are used to account for their value. Cut off file each month and destroy after three months.	NN-172-56 Item 5C	DISPOSAL APPROVED

1 item



DEPARTMENT OF THE ARMY
WASHINGTON, D.C. 20380

OFFICE OF THE SECRETARY OF DEFENSE

December 21, 1972

Mr. Meyer Fishbein, Chief
Records Appraisal Division
National Archives and Records Service
Washington, D. C. 20405

Dear Mr. Fishbein:

Attached are two SF-115's in an original and one copy, submitted by the Social and Economic Statistics Administration. We would like to note that both of these requests reduce the current retention requirements for the records to which they pertain.

Sincerely,

A handwritten signature in cursive script, appearing to read "R. T. Jordan".

R. T. Jordan
Management Services Head
Office of Organization and
Management Systems

Attachments