

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Read NCP 14 Aug 80

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

1. FROM (AGENCY OR ESTABLISHMENT)
National Oceanic and Atmospheric Administration

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Barry Abel

5. TEL EXT
443-8594

LEAVE BLANK

JOB NO
NCL-376-80-7

DATE RECEIVED
September 22, 1980

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

9-25-80 Robert M. Mars
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 8-11-80	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>John V. Parr</i>	E. TITLE Departmental Records Management Officer
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1108-10	<p>The following item reflects a change in record format requested by one of NOAA's printing offices. As currently scheduled in the NOAA Filing-Disposition Handbook, the material described is maintained in paper format for 3 yrs.</p> <p><u>Government Printing Job files.</u> Documents pertaining to printing jobs performed by GPO, DOC, or any other government plant outside NOAA. Includes requisitions, clearances, bills, samples, and related papers.</p> <p>1. Original records: Destroy when microfiche is determined adequate substitute. If not microfilmed, COFF end of calendar year in which job is completed. Destroy 3 years later.</p> <p>2. Microfiche: COFF at end of calendar year in which job is completed. Destroy 3 years later.</p> <p>The agency certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.</p>		

2 items

115-107

*Closed out : 9-29-80 : H.T.J.
Copy sent to Agency*