

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-411-89-2

DATE RECEIVED

2-13-89

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

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

1. FROM (Agency or establishment)

U.S. General Accounting Office

2. MAJOR SUBDIVISION

General Services and Controller

3. MINOR SUBDIVISION

Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

James R. Hill, Jr.

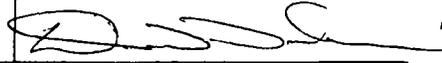
5. TELEPHONE EXT.

275-4491

DATE

2/27/89

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 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
<i>2-2-89</i>	<i>Claudia Bradley</i>	<i>Asst</i> Records Administrator

7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
1	<p>110-02 B-Files (includes A-Files)</p> <p>a. Case files arranged numerically by A/B number and maintained by the Legal Support Services Branch including memoranda, correspondence, reports, draft audit reports, General Counsel and Comptroller General opinions, briefs, Comptroller General decisions; congressional requests for reports and audits, and draft memoranda and correspondence related to claims, contracts, relations with other federal agencies, legislation concerning the following categories:</p> <ul style="list-style-type: none"> (1) Heads, Departments and Agencies (2) Certifying, Disbursing and Contracting Officers (3) Claimants (4) Bid Protests (5) Legal Opinions (Internal & External) (6) Legislation (Bills) (7) Litigation (Department of Justice) (8) Procurement Regulations (9) Audit Report Reviews 		

*Copy sent to agency
NCF, NNT*

Cont'd

TEMPORARY

All case files in which the disposition of the matter was signed by the Comptroller General, Deputy Comptroller General, Special Assistant to the Comptroller General, General Counsel, Deputy General Counsel and all other case files in which digests of the disposition were prepared, no matter who signed the disposition. Cut off file upon completion of case transfer to FRC when 10 years old. Destroy when 80 years old.

- b. Case files in which no digest of the disposition of the matter was prepared and the disposition was not signed by the Comptroller General, Deputy Comptroller General, Special Assistant to the Comptroller General, General Counsel, or Deputy General Counsel or others.

TEMPORARY

Cut off upon completion of case. Destroy when 6 years old.