

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-311-93-1	DATE RECEIVED 3-4-93
1. FROM (Agency or establishment) Federal Emergency Management Agency		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION National Fire Academy		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Ed Sias	5. TELEPHONE (202) 646-2626	DATE 5/28/93	ARCHIVIST OF THE UNITED STATES Raymond A. Moley

6. AGENCY CERTIFICATION  
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 11-10-92	SIGNATURE OF AGENCY REPRESENTATIVE Alfred E. Warren <i>Alfred E. Warren</i>	TITLE Records Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>Add the attached item (TNG-14) to FEMA's Record Schedule FEMA Manual 5400.4.</p> <p>This item is necessary in order to dispose of documents required by 29 CFR 1910.120.</p> <p>CONCURRENCE:</p> <p><i>[Signature]</i> General Counsel 2/5/93</p> <p><i>[Signature]</i> National Fire Academy 1/4/93</p> <p>Copies sent to agency, NARA-NNT 6/1/93</p>		

TNG-14

Hazardous Materials (HAZMAT) Training Records

Records, including refresher training, documenting competency of individuals qualified to instruct employees in HAZMAT according to 29 CFR 1910.120.

TEMPORARY. Cut off on decertification of instructor, or upon termination of employment. Destroy when 1 year old.

*Alfred E. Wemen*

*5/21/93*

FEMA Records Officer

Date