

REQUEST FOR RECORDS DISPOSITION AUTHORITY
 (See Instructions on reverse)

LEAVE BLANK	
JOB NO NCL-207-79-9	
DATE RECEIVED 24 MAY 1979	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
Withdrawn	
Date	Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
U.S. Department of Housing & Urban Development

2. MAJOR SUBDIVISION
Housing, Office of Management

3. MINOR SUBDIVISION
Participation and Compliance Division

4. NAME OF PERSON WITH WHOM TO CONFER
Jon Will Pitts, Director, Rm. 9212

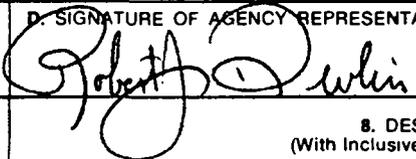
5. TEL EXT
755-6533

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 5/15/79	D. SIGNATURE OF AGENCY REPRESENTATIVE 	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
4.b.	<p>RECORDS DISPOSITION SCHEDULE 18</p> <p>Housing Participation and Compliance Records</p> <p>This request covers a minor change in the wording of the disposition instruction for item 4.b. Its purpose is to permit the Office involved to make more extensive use of Federal Records Center services, and to bring more consistency to the wording in the Schedule.</p> <p>HUD proposes to change the language of the disposition instruction so that it reads as follows:</p> <p>"Maintain in active files for 2 years, then retire to Federal Records Center. Destroy when 6 years old."</p> <p>The volume of records involved is not extensive -- not more than 12 cubic feet per year.</p>	NCL-207-79-3	WITHDRAWN

Withdrawal: R.T.D.: 7-2-79