

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

1/2 Jun 82

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

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

2 MAJOR SUBDIVISION
Office of the General Counsel

3 MINOR SUBDIVISION
Office of Legislation

4 NAME OF PERSON WITH WHOM TO CONFER
James C. Dodds, Rm. 10282

5. TEL EXT
755-7093

LEAVE BLANK	
JOB NO NC1-207-82-8	
DATE RECEIVED June 11, 1982	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
7-8-82 Date	<i>Robert J. Devlin</i> 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 June 9, 1982	D SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert J. Devlin</i> Robert J. Devlin	E. TITLE Departmental Records Management Officer	
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>RECORDS DISPOSITION SCHEDULE 2</p> <p>LEGAL RECORDS</p> <p>This request covers a proposed change to item 9 of HUD Records Disposition Schedule 2. The schedule was originally processed as National Archives and Records Service (NARS) Job Number NC1-207-79-11, and approved by the Archivist of the United States 1-17-80.</p> <p>Based upon experience with the Department's needs for these records, the Office of the General Counsel proposes to reduce the retention periods spelled out in item 9 as follows:</p> <p>Item 9.a.(1), from 15 to 5 years. Item 9.a.(2), from 6 to 2 years. Item 9.b.(1), from 7 to 3 years. Item 9.b.(2), from 3 to 2 years.</p> <p>The rest of the language, as originally approved, remains unchanged. The revised wording is shown on the attached page.</p> <p><i>Legal Concurrence</i> Date <u>6-9-82</u></p>		

MDC WILL
BE FORWARDED
WITH PRINTED
CHANGE.
RWC.

115-107 Admin. Off. *6/9/82*
Closed out: 7-14-82: cm
Copies to Admin: NNF