

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-433-78-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This schedule is superseded by NC1-433-81-01 Item 43

Date Reported: 5/19/2021

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT) **U.S. Dept. of Interior  
Mining Enforcement & Safety Administration**

2. MAJOR SUBDIVISION

**Division of Management Services**

3. MINOR SUBDIVISION

**Branch of Records Management**

4. NAME OF PERSON WITH WHOM TO CONFER

**June R. Rodano** *Ray O'Brien*

5. TEL. EXT.

**703 235-1470**

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>23 FEB 1978</b>	JOB NO.
<b>NC 1 433</b>	<b>78 1</b>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>3-3-78</b> (Date)	<i>James B. Chole</i> Archivist of the United States

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.

*2/21/78* *June R. Rodano*  
Date (Signature of Agency Representative)

Chief, Branch of Records  
Management (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<i>32.</i> <i>31.</i>	<p>The Mining Enforcement and Safety Administration requests the addition of the following item to its Records Retention and Disposal Schedule (Job No. NC1-433-77-1).</p> <p>Denver Payroll System Records. A computer output micro-filmed system of payroll records including Department of Interior (DI) Form 502, Time and Attendance (T&amp;A) Report. (Equivalent to SF-1130); SF-71, Application for Leave, (supports entries to T&amp;A Report); MESA Form 1000-23, Overtime request and Authorization, and other memos serving the same purpose (supports entries to T&amp;A Report). The records are to be microfilmed in accordance with FPMR 101-11.5 and to include all of the above records for pay year 1975 through September 1977 and to continue each biweekly pay period thereafter.</p> <p>A. <u>Microfilm copy</u>. Destroy after GAO audit or when 3 years old, whichever is sooner.</p> <p>B. <u>Paper copy</u>. Destroy when microfilm copy is verified true.</p> <p>C. All other copies. Destroy 6 years after the end of the pay period. <i>months</i></p> <p align="right"><i>RTB 2/27/78</i></p>		<i>3 items</i>

*to agency &  
NMF 3/9/78*