

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)

INTERNATIONAL BOUNDARY AND WATER COMMISSION

2. MAJOR SUBDIVISION

UNITED STATES SECTION

3. MINOR SUBDIVISION

UNITED STATES AND MEXICO

4. NAME OF PERSON WITH WHOM TO CONFER

MARIA C. SMITH

5. TEL. EXT.

FTS 570-6679

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED	JOB NO.
8-13-90	NI-76-90-2
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 "with drawn" in column 10	
12/27/90 (Date)	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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

8-13-90

Date

Maria C. Smith
(Signature of Agency Representative)

Records Liaison Officer

(Title)

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Item No. 903-01 <u>IBWC Project Operation and Maintenance Files</u> . (Page 420-61 of IBWC REcords Disposal Schedules) b. Record copies retained in the Headquarters Engineering Office. <u>Permanent</u> . Cut off at the close of every calendar year. Transfer to the FRC 30 years after cutoff. Offer to the National Archives 30 years after cutoff.		
2.	Item No. 1100-06 <u>Excess Property Reference Files</u> . Nonrecord materials retained in the IBWC Realty Office for reference to tracts of land along the international boundary declared excess in connection with IBWC projects and which have been transferred to GSA. Destroy when no longer needed for reference.		Change to item 1 made per telephone conversation of August 13, 1990 between David Langbart and Maria Smith. DA Langbart 8/13/90 NOW-RECORD
3.	Item No. 1100-07 <u>Excess Property Files</u> . Official files documenting ownership of land tracts along the western land boundary determined to be excess to IBWC project needs but which were unacceptable to GSA due to inaccessibility or lack of interested buyers. Transfer to new custodian upon completion of sale, trade, or donation proceedings, or acceptance of purchase money mortgage.		Change to item 3 made per telephone conversation of December 19, 1990 between David Langbart and Maria Smith. DA Langbart 12/19/90