

Req N-17 28 Nov 80 KH

REQUEST FOR RECORD DISPOSITION AUTHORITY
(See Instructions on reverse)

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of the Interior

2 MAJOR SUBDIVISION
Office of the Secretary

3 MINOR SUBDIVISION
Office of Information Resources Management

4. NAME OF PERSON WITH WHOM TO CONFER
Sally Brandt

5 TEL EXT
343-6191

LEAVE BLANK

JOB NO
NC1-48-81-3

DATE RECEIVED
December 3, 1980

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

WITHDRAWN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 _____

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 <i>11/26/80</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Sally Brandt</i>	E. TITLE 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
1	Audit reports by Interior or by State auditors, other agencies, & Independent Public Accountants Transfer to records center <i>when old, when</i> after 3 years, <i>when</i> destroy after 7 years <i>old</i>	NC 1-48-79-3 OSHB #7 G-1-B	WITHDRAWN