

REQUEST FOR RECORDS 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/PMO

3. MINOR SUBDIVISION

Division of General Services

4. NAME OF PERSON WITH WHOM TO CONFER

Richard Willis

5. TEL EXT

343-5435

LEAVE BLANK

JOB NO

NC1-48-83-1

DATE RECEIVED

10-5-82

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

10-18-82

Date

Robert M. War
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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
10/1/82	<i>Richard C. Willis</i>	Records Management Officer

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	Personnel folders and Fitness For Duty medical records covering enrollees of the Youth Conservation Corp/Young Adult Conservation Corp Programs of the Department.		
1	Paper copy of microfilmed personnel records including fitness for duty medical records. Destroy in agency when no longer needed.		

115-107

to agency by RTR, 10/18/82

to NNF, 10/19/82

*Closed out: 10/20/82:00AM
Copies to Agency & NNF*

No copy to FRC needed - NO MDC sheet needed

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

1 item