

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC-146-76-001

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.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This schedule is superseded by NC1-146-77-01.

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. Civil Service Commission

2. MAJOR SUBDIVISION

Bureau of Management Services

3. MINOR SUBDIVISION

Records Administration Section

4. NAME OF PERSON WITH WHOM TO CONFER

Charles R. Cheseb

5. TEL. EXT.

632-4510

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK

DATE RECEIVED

JUL 16 1975

JOB NO.

NC-146-76-1

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

7-22-75

(Date)

James E. O'Neil
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.

Date

Eugene D. Rummel

(Signature of Agency Representative)

Chief, Office Services Division

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<u>Investigative Case Files -</u> Break closed cases annually. Transfer to FARC 5 years after break. Destroy 15 years after transfer.	II-NNA-3152	
2.	<u>Security Investigations Index -</u> When an investigative case file is not maintained, destroy 2 years from the date of the last action. Destroy all other cards 20 years after date of last action.	II-NNA-3152	

Copy to NCW 8-8-75