

# 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

Office Services Division

4. NAME OF PERSON WITH WHOM TO CONFER

Charles R. Chesek

5. TEL. EXT.

632-4510

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>25 FEB 1978</b>	JOB NO. <b>NC1 146 78 2</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.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>3-1-78</b> (Date)	<i>James B. Rhoads</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.

*2/22/78*  
Date

*Donald J. Biglin*  
Donald J. Biglin

(Signature of Agency Representative)

Director, Bureau of Mgt. Services

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1,	<p>Investigative reports of Discrimination Complaints. These records are copies of investigative reports of complaints of discrimination conducted by the Commission's Bureau of Personnel Investigations for other Federal agencies. The report of investigation furnished to the agency becomes part of the official complaint file and is the record copy. The complaintant is also furnished a copy of the investigative report.</p> <p>Destroy one year after completion of investigation.</p> <p>* Due to the personal nature of the material in these records no sample is being submitted. A sample will be made available to a NARS records appraiser in the Commission's offices if necessary.</p>	*	

115-106

*Sent to agency, NNF - 3/2/78*