

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-352-83-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

## Description:

During a comprehensive rescheduling effort beginning in 2016 and culminating in 2019. All authorities on this schedule were superseded by this body of disposition authorities.

Office of General Counsel Records (269.2) DAA 0269 2016 0001  
Budget, Finance, and Contractor Management Program Records (269.3) DAA 0269 2016 0004  
Office of the Inspector General (269.4) DAA 0269 2015 0002  
Civilian Board of Contract Appeals Program Records (269.5) DAA 0269 2016 0002  
Professional Services To and With Other Agencies (269.6) DAA 0269 2016 0012  
Internal Information Technology Services to GSA (269.7) DAA 0269 2016 0011  
Program Management Records (269.11) DAA 0269 2016 0006  
Communications Records (269.12) DAA 0269 2016 0007  
Legislative and Congressional Affairs Records (269.13) DAA 0269 2016 0008  
Audit Resolution Program Records (269.14) DAA 0269 2016 0003  
Customer Service / Business Development Records (269.15) DAA 0269 2016 0013  
Human Resources Program Records (269.16) DAA 0269 2016 0009  
Security Records (269.17) DAA 0269 2016 0010  
Public Building Service Records DAA 0121 2015 0001

Date Reported: 04/02/2019

# INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

**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)

General Services Administration

2. MAJOR SUBDIVISION

Office of Information Resources Management

3. MINOR SUBDIVISION

Authorization Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Sandy Groves

5. TEL. EXT.

566-1643

LEAVE BLANK

JOB NO

NC1-352-83-1

DATE RECEIVED

7-18-83

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

7/19/83  
Date

*Robert W. May*  
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 7/6/83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>William W. Hiebert</i> William W. Hiebert	E. TITLE Chief, Records and Forms Management Branch
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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
	<p><u>ADP Management Services Program Records.</u></p> <p>Change to the disposition schedule for:</p> <p>27D10. <u>ADP agreements and delegations.</u> Documents accumulated in preparing agreements with, or letters delegating responsibility to, other Federal agencies to purchase, lease, and maintain ADP equipment; to operate ADP equipment pools and centers; or to perform other ADP operations. This file category is limited to agreements and delegations not reflected in directives or described elsewhere in this chapter.</p> <p>Cut off annually when canceled or obsolete, hold 5 years, and retire to FRC. Destroy when 10 years old.</p>	NC1-352-83-1-2	

115-107  
Copy to agency  
21 Jul 87 H

MASS DATA CHANGE SHEET WILL BE  
FORWARDED WITH PRINTED CHANGE

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