

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>N1-362-98-2</i>	DATE RECEIVED <i>10-14-97</i>
1. FROM (Agency or establishment) Corporation for National Service		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Office of the General Counsel			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Bill Hudson	5. TELEPHONE 606-5000 Ext 265	DATE	ARCHIVIST OF THE UNITED STATES
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached ___ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 09-11-97	SIGNATURE OF AGENCY REPRESENTATIVE <i>Norman E. Franklin</i> Norman E. Franklin	TITLE Records Officer	
7 ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See Attachment <i>Norman E. Franklin 9/11/97</i> Norman E. Franklin, Director Date Administrative and Management Service		

115-109

NSN 7540-00-634-4064
PREVIOUS EDITION NOT USABLESTANDARD FORM 115 (REV. 3-91)
Prescribed by NARA
36 CFR 1228

Figure 5-2a. Standard Form 115

SCHEDULE PREPARATION AND CLEARANCE

V-3

JUL - 9 1998 *MAN - Withdrawn*

September 11, 1997

Office of the General Counsel

Please add the following to the previously submitted SF-115 for the Office of the General Counsel on November 14, 1996.

4. General Counsel Opinion Books. Arranged by subject, there under by sequential numerals. Dates 1971 - Presents. Contains the opinions written by the General Counsel interpreting existing legislation concerning mission related issues and index.

a. Record Copy Opinions, 1971 to 1980.

Disposition: Permanent. Cut-off 1971 - 1980 files at end of calendar year of 1980. Transfer to the National Archives with associated index upon approval of this schedule.

b. Record Copy Opinions, 1981 - present.

Disposition: Cut-off at the end of calendar year in ten-year blocks transfer to the National Archives with associated index in ten-year blocks when latest record is ten year old.