

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 71-522-02-2	DATE RECEIVED 6-21-2002
1. FROM (Agency or establishment) U.S. Office of Government Ethics		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Program Review Division		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Mary T. Donovan, CRM	5. TELEPHONE (202)208-8000 ext. 1185	DATE 7/9/02	ARCHIVIST OF THE UNITED STATES WITHDRAWN

**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 1 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,

is not required;  is attached; or  has been requested.

DATE 6/7/02	SIGNATURE OF AGENCY REPRESENTATIVE <i>Mary T. Donovan</i>	TITLE Records Management Officer
----------------	--	-------------------------------------

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Audit work papers (see attached)</p> <p style="text-align: center;">WITHDRAWN 7/9/02 <i>M</i></p>		

Program Review Division

Superseded Job Citation:  
N1-522-97-2, item 1B

**Item 1 Audit work papers**

Includes correspondence between OGE and the agency, copies of regulations that pertain to the specific agency, copies of agency documentation which shows how the agency manages its ethics program, copies of financial disclosure agreements, and agency exceptions to ethics related regulations.

Temporary: Cut off when audit report is issued. Retire to WNRC one year after cut off.  
Destroy 5 years after cut-off.

WITHDRAWN

7/9/02  
JH