

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) National Archives and Records Administration	
2. MAJOR SUBDIVISION Office of Records Administration	
3. MINOR SUBDIVISION Records Appraisal and Disposition Division	
4. NAME OF PERSON WITH WHOM TO CONFER Jerome Nashorn	5. TELEPHONE 202-501-6050

LEAVE BLANK (NARA use only)	
JOB NUMBER N1-GRS-93-2	
DATE RECEIVED 2-4-93	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE 6-23-93	ARCHIVIST OF THE UNITED STATES <i>Audrey Huskamp Peterson</i>

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,

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

DATE 6-14-93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Henry J. Wadley</i>	TITLE Director, Records Appraisal & Disposition
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7. ITEM NO	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Proposed addition to General Records Schedule (GRS) 1, <u>Civilian Personnel Records</u>, Handicapped Individual Appointment Case Files</p> <p>See attached page</p>		

Copies sent to agency, NCF 7/6/93

ITEM

NO. DESCRIPTION OF RECORDS

AUTHORIZED DISPOSITION

1. Handicapped Individual
Appointment Case Files.

Records created in accordance with Federal Personnel Manual, chapter 306-11, subchapter 4-2. Each case file must contain the following:

- 1) Position title and description.
- 2) SF 171, fully executed.
- 3) Medical examiner's report.
- 4) A brief statement explaining accomodation of impairment.
- 5) Other documents related to previous appointment, certification, and/or acceptance or refusal

Destroy five (5) years following the date of approval or disapproval of each case.