

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO	<i>N1436-88-3</i>
1 FROM <i>(Agency or establishment)</i> Bureau of Alcohol, Tobacco and Firearms		DATE RECEIVED	<i>6/21/88</i>
2 MAJOR SUBDIVISION Office of Internal Affairs		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION Internal Audit Division		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4 NAME OF PERSON WITH WHOM TO CONFER Cheryl Schuler	5 TELEPHONE EXT 566-7077	DATE	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 _____ 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence is attached, or is unnecessary.

B DATE 6-16-88	C SIGNATURE OF AGENCY REPRESENTATIVE <i>William F. [Signature]</i>	D TITLE Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
RCS 101 Item 65	Internal Audit Reports and Related Correspondence. This includes the draft report, comments on the draft report and any follow-up action by the Bureau to implement report recommendations. DESTROY 10 YEARS AFTER FINAL ACTION HAS BEEN TAKEN ON ALL RECOMMENDATIONS.		