

RevNCD 15 Nov 79 rev

**REQUEST FOR RECORDS POSITION AUTHORITY**  
(See Instructions on reverse)

**TO GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

**1 FROM (AGENCY OR ESTABLISHMENT)**  
U.S. Department of Housing and Urban Development

**2 MAJOR SUBDIVISION** Assistant Secretary for Neighborhoods,  
Voluntary Associations and Consumer Protection

**3 MINOR SUBDIVISION**

Office of Interstate Land Sales Registration

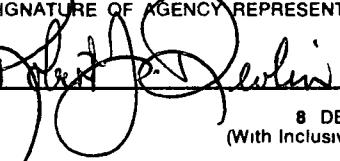
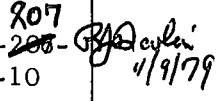
**4 NAME OF PERSON WITH WHOM TO CONFER** 5. TEL EXT  
Roger Henderson, Director, Policy  
Development and Control Division 755-6847

**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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	F. ACTION TAKEN	
11/9/79		Departmental Records Management Officer		
7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)			9. SAMPLE OR JOB NO
	RECORDS DISPOSITION SCHEDULE 68  INTERSTATE LAND SALES REGISTRATION RECORDS  This submission requests the addition of item 4.c. to HUD's Records Disposition Schedule 68. The Department now routinely microfilms these investigation case files, but program officials have decided not to microfilm the entire backlog of closed cases. We therefore wish to add item 4.c., to read as follows:  4.c. Investigatory Files. Closed investigation case files that will not be microfilmed.			10. ACTION TAKEN
	<p><del>Proposed Disposition:</del> Destroy 6 years after investigation is concluded.</p>			807 NCL-207-  78-10 1/9/79

115-107

*sent to NCU & Agent of Mof  
12-4-79*