

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO

NI-12-89-3

DATE RECEIVED

4/6/89

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

1. FROM (Agency or establishment)

DEPARTMENT OF EDUCATION
2 MAJOR SUBDIVISION

BUREAU OF EDUCATION FOR THE HANDICAPPED
3 MINOR SUBDIVISION

DIVISION OF EDUCATIONAL SERVICES
4. NAME OF PERSON WITH WHOM TO CONFER

NORMA FENWICK

5 TELEPHONE EXT.

472-3920

DATE

3/12/98

ARCHIVIST OF THE UNITED STATES



NOTIFICATION TO AGENCY
In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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 2 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	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
12-14-89	<i>Norma Fenwick</i> Norma Fenwick	Records Administrator

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	<p>RECORDS OF VARIOUS BUREAU OF EDUCATION FOR THE HANDICAPPED (BEH) PROGRAMS.</p> <p>1. MISCELLANEOUS ADMINISTRATIVE RECORDS, 1967-68 [WNRC ACCESSION 70A4336. Boxes 14 & 20.</p> <p>Subject files of the Programs Branch of the BEH consisting of routine correspondence files and background materials for the publication "Statistics of Special Education for Exceptional Children."</p> <p>Disposition: DESTROY upon approval of this schedule.</p> <p>2. MISCELLANEOUS RECORDS OF THE DIVISION OF EDUCATIONAL SERVICES RELATING TO THE CAPTIONED FILMS PROGRAM, 1962-72 [WNRC ACCESSION 73-0040. Boxes 1-4].</p> <p>Routine subject files including correspondence with film services companies, draft materials, script</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY - CONTINUATION

JOB NO.

NJ-12-89-3

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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>
	<p>development files, and artwork used to develop the filmstrip series "Pollution."</p> <p>DISPOSITION: Destroy upon approval of this schedule.</p> <p>3. FORM OE-2103, FINAL REPORT FOR FELLOWS OR TRAINEES, 1966-67. [WNRC ACCESSION 69A3714]. Form OE-2103 was the final report form signed by a fellow or trainee who received funds under PL 85-926 (handicapped education training). The form is two sided and contains information on the identity of the recipient, the institution at which training was received, and information on the amount and type of assistance.</p> <p>Disposition: Destroy upon approval of this schedule.</p>		