

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCl-88-84-1	
DATE RECEIVED Oct. 12, 1983	
NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a the disposal request including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
10-27-83 <i>Date</i>	<i>Robert Kay</i> <i>Archivist of the United States</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Health and Human Services

2. MAJOR SUBDIVISION
Public Health Service

3. MINOR SUBDIVISION
Food and Drug Administration

4. NAME OF PERSON WITH WHOM TO CONFER
~~Joseph Reiff~~ Linda Querec
FDA Records Officer PHS Rcds. Office
5. TEL EXT
443-2055
~~443-4055~~

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 10/6/83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>George Deal</i> Dr. George Deal	E. TITLE Management DHHS Records/ Officer
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
1.	<p>Flex-Site System Records</p> <p>These consist of forms, filed in binders, on which are entered essential details of regulatory operations. Also included are project cards (usually 5" x 8") used prior to the implementation of the flex-site system.</p> <p>DESTROY IMMEDIATELY UPON APPROVAL OF THIS SCHEDULE</p> <p align="center"><i>Joseph Reiff</i> Joseph Reiff _____ FDA Records Liaison Officer</p> <p>Aug. 23, 1983 443-4055 date extension</p>	B620 item 12 (II-NNA-1139, item 12)	

2 item