

9 items  
 RG 44  
**REQUEST FOR AUTHORITY  
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION,  
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)  
**Department of Health, Education, and Welfare**

2. MAJOR SUBDIVISION  
**Food and Drug Administration**

3. MINOR SUBDIVISION  
**Bureau of Radiological Health**

4. NAME OF PERSON WITH WHOM TO CONFER  
**Joseph S. Reiff**

5. TEL. EXT.  
**153-34055**

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DATE RECEIVED **JUN 1973** JOB NO.

DATE APPROVED **173-346**

NOTIFICATION TO AGENCY

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 91-287 DISPOSAL OF ITEMS MARKED "DISPOSAL APPROVED" IS AUTHORIZED.

9-5-73 DATE *James B Rhoda* ARCHIVIST OF THE UNITED STATES

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 3 pages are proposed for disposal for the reason indicated: ("X" only one)

- A The records have ceased to have sufficient value to warrant further retention.
- B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

5/4/73 (Date) *L. A. Cusick* (Signature of Agency Representative) L. A. Cusick, Chief Paperwork Management Branch (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
75	The Food and Drug Administration is responsible for assuring the safety, efficacy, and purity of foods, cosmetics and drugs including medical and other devices. The Bureau of Radiological Health is especially concerned with developing and carrying out a national program to control unnecessary radiation exposures and to assure the safe and efficacious use of radiation emitting devices. To this end, the Bureau conducts an electronic product radiation control program, surveillance and compliance programs on radiation exposure, research on the effects of radiation exposure, and develops standards, etc. for reducing radiation exposure.  <u>Electronic Products Correspondence File</u> Dispose of after 6 years. Transfer to Washington National Records Center 2 years after final action is completed.		DISPOSAL APPROVED
76	This file consists of hard copies of all correspondence related to the Radiation Control for Health and Safety Act and related administrative documents.  <u>Electronic Products Microfilm Aperture Card File</u> Disposal not authorized by this schedule. Transfer to Washington National Records Center 5 years after final action is completed.		DISPOSAL NOT APPROVED

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
77	<p>turers of electronic products, private organizations, individuals, other Federal agencies, and State governments concerning the Radiation Control for Health and Safety Act of 1968.</p> <p><u>Radiation Control Policy and Procedures File.</u>                      Disposal not authorized by this schedule. Transfer to Washington National Records Center 3 years after final action is completed.</p> <p>This file consists of all documents which support the planning and implementation of standards, regulations, and policies. It includes reports of meetings, hearings, conferences, and communications with other agencies and with State governments.</p>		DISPOSAL NOT APPROVED
78	<p><u>Electronic Products Reports Files</u></p> <p>a. Exemption requests. Dispose of after 5 years. Transfer to Washington National Records Center 1 year after termination of action.</p> <p>b. Initial Reports. Dispose of after 7 years. Transfer to Washington National Records Center 1 year after final review is completed and no further action is required.</p> <p>c. Annual Reports and Reports of Model Changes. Dispose of after 7 years. Transfer to Washington National Records Center 1 year after final review is completed and no further action is required.</p> <p>d. Variance Requests. Dispose of 5 years after final termination of action. Transfer to Washington National Records Center 1 year after expiration of variance or termination of action.</p> <p>This file consists of the original copies of exemption requests, variance requests, initial reports, annual reports and reports of model changes filed by manufacturers of electronic products pursuant to the Regulations for the Administration and Enforcement of the Radiation Control for Health and Safety Act of 1968.</p>		<p>DISPOSAL APPROVED</p> <p>DISPOSAL APPROVED</p> <p>DISPOSAL APPROVED</p> <p>DISPOSAL APPROVED</p>

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

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79	<p><u>Electronic Products Microfiche Report File.</u> Disposal not authorized by this schedule. Transfer to Washington National Records Center 5 years after final action is completed.</p> <p>This file consists of microfiche copies of all exemption requests, variance requests, initial reports, annual reports, and reports of model changes file by Manufacturers of electronic products.</p>		<b>DISPOSAL NOT APPROVED</b>
80	<p><u>Compliance Branch Case Files.</u> Disposal not authorized by this schedule. Transfer to Washington National Records Center 5 years after completion of final action.</p> <p>This file consists of all compliance actions, defect rulings, corrective action plans, reports of accidental radiation occurrence, and supporting documents and materials.</p> <p>This certifies that the records described on this form shall be microfilmed in accordance with the standards set forth in 41 CFR 101-11.504 and that the silver original microfilm plus one positive copy of each microfilm shall be offered to the Washington National Records center, Suitland, Maryland.</p> <p><i>W. J. ...</i> <i>Robert E. Birtam</i></p>		<b>DISPOSAL NOT APPROVED</b>