

PHS  
HHS

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

LEAVE BLANK

JOB NO.

NI-90-89-2

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

DATE RECEIVED

2/3/89

1. FROM (Agency or establishment)

DEPARTMENT OF HEALTH AND HUMAN SERVICES

2. MAJOR SUBDIVISION

Public Health Service

3. MINOR SUBDIVISION

Alcohol, Drug Abuse, and Mental Health Administration

4. NAME OF PERSON WITH WHOM TO CONFER

*Linda Querec*  
Linda Querec, PHS Records Officer

5. TELEPHONE EXT.

443-2055

DATE

3-9-89

ARCHIVIST OF THE UNITED STATES

*Withdrawn*

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 1 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 1/30/89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>George Deal</i> Dr. George Deal	D. TITLE Department Records Management Officer
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
<input checked="" type="checkbox"/> 1 ADAMHA, RCS, B31 item 53b	<p>Revise item 53b (disposition). This SF-115 is to amend the records disposition previously approved on July 26, 1977.</p> <p><u>State Plans Files</u></p> <p>a. <u>Description:</u> These are plans submitted annually by the various State health authorities which describe what the State proposes to do in each proposed CMHC or other facility. They often recapitulate previous year's plans.</p> <p><u>PERMANENT</u></p> <p>b. <u>Disposition:</u> Record copy - hold for 5 years or program audit, whichever comes first, and retire to FPC. Transfer to the National Archives and Records Administration when 10 years old. Duplicate copies may be destroyed when no longer needed.</p> <p><i>Melore D. Christie</i> ADAMHA Records Officer PHONE NUMBER: <u>443-4543</u></p> <p>DATE: <u>Dec. 20, 1988</u></p>	<p>(NCI-90-76-5) ADAMHA RCS, B31 Item 53b</p>	<p>WITHDRAWN</p>