

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

NI-90-90-3

DATE RECEIVED

5/2/90

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

1. FROM (Agency or establishment)

NOTIFICATION TO AGENCY

Department of Health and Human Services

2. MAJOR SUBDIVISION

Public Health Service

3. MINOR SUBDIVISION

Centers for Disease Control/National Center for Health Statistics

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

DATE

ARCHIVIST OF THE UNITED STATES

Linda Querec

*Linda Querec  
PHS Records Officer*

443-2055

8/27/90

*[Signature]*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

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
4/26/90	<i>Alvin R. Brown, Jr.</i>	DHHS Records Management Officer

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 GRS OR SUPERSEDED JOB CITATION	10.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>
1.	<p>Unscheduled Records of the National Office of Vital Statistics. (WNRC accession 90-59A-2862; Boxes 1-23; 23 cubic feet.)</p> <p>Subject Files of the National Office of Vital Statistics, 1940-50. Boxes 1-15.</p> <p>Consists mainly of correspondence, though also includes memoranda, reports, and statistical tables. These records are filed according to a decimal filing arrangement for which a manual is included in Box 1. The records concern chiefly the administrative details involved in compiling vital statistics, that is, chiefly, births, deaths, marriages, and divorces.</p> <p>Closed Series: Volume - 14 1/2 cubic feet.</p> <p>Disposition: PERMANENT, Transfer Immediately to the National Archives.</p>		

*Copies sent to agency,  
NCF, AN, AN-WS 4/15/90*

7.  
ITEM  
NO.8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)JOB  
CITATION(NARS USE  
ONLY)

2.

Reporting Agency Files of the National Office of Vital Statistics, 1940-1950. Boxes 15-17.

Consists mainly of reports from numerous state agencies that collected vital statistics. The subject of the reports was how these agencies collected and compiled vital statistics. Many states failed to report, however, so this series remains only partially complete.

Closed series: volume - 2 cubic feet.

Disposition: DESTROY IMMEDIATELY.

3.

International File of the National Office of Vital Statistics, 1940-1950. Boxes 17-23.

Consists mainly of reports from various foreign countries on how vital statistics were collected within their administrative systems. The reporting on vital statistics programs was spotty; major countries such as France and Great Britain, to name only two, failed to send reports. Much of this series is taken up with applications of foreigners for scholarships in the field of vital statistics that were given out by the Public Health Service.

Closed series: volume - 6 1/2 cubic feet.

Disposition: DESTROY IMMEDIATELY.

CONCUR: Joyce C. Crossman 436-7003 4/6/90  
MCHS Records Liaison Officer Extension Date

CONCUR: David K. Howe 847-6706 4-12-90  
CDC Records Liaison Officer Extension Date