

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

LEAVE BLANK

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

JOB NO.

*NI-90-91-1*

DATE RECEIVED

*4-16-91*

NOTIFICATION TO AGENCY

1. FROM (Agency or establishment)

~~Public Health Service~~ Dept of Health & Human Services

2. MAJOR SUBDIVISION

Public Health Service

~~Alcohol, Drug Abuse, and Mental Health Admin~~

3. MINOR SUBDIVISION

Alcohol, Drug Abuse, & Mental Health Admin

4. NAME OF PERSON WITH WHOM TO CONFERENCE

*Johanna O. Bonnelycke*

PHS Records Management Officer

6. CERTIFICATE OF AGENCY REPRESENTATIVE

5. TELEPHONE EXT.

*4/15/91*  
443-2055

DATE

*5/1/91*  
*6/1*

ARCHIVIST OF THE UNITED STATES

*[Signature]*

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 <i>4/16/91</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	D. TITLE DHHS 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 GRS OR SUPERSEDED JOB CITATION	10.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)
1	<p>STATE PLANS FILES: (WNRC Accessions 090-75-057, 090-82-762, 090-82-0763, and 090-83-0773.) <del>ACCESSION DESTROYED PRIOR TO CAP</del></p> <p>Description: 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 the previous year's plans.</p> <p>Disposition: PERMANENT. Transfer to the National Archives immediately.</p> <p>CLOSED SERIES: <sup>38</sup><del>42</del> cu. ft.</p> <p>ADAMHA Records Officer <i>Delores O. Christie</i> <i>4/9/91</i> Delores Christie Date</p> <p>NIMH Records Liaison <i>Tranese H. Bruno</i> <i>4/11/91</i> Date</p> <p><i>Copies sent to agency, NNIW, NNT 5/9/91</i></p>	RCS B31 Item B3	