

Rec'd NCR 25 Aug 78 14

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

LEAVE BLANK	
JOB NO	
NC1 90 78 11	
DATE RECEIVED	
AUG 28 1978	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
9-19-78 Date	<i>[Signature]</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)  
Public Health Service

2. MAJOR SUBDIVISION  
Alcohol, Drug Abuse, and Mental Health Administration

3. MINOR SUBDIVISION  
National Institute on Drug Abuse

4. NAME OF PERSON WITH WHOM TO CONFER

Gerry Elder

*[Signature]*

5. TEL. EXT.

443-4543

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
8/22/78	<i>[Signature]</i>	PHS Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Client Oriented Data Acquisition Process System (CODAP)</u></p> <p>(6) Bureau of Prisons Client Progress Report file contains Bureau of Prisons Client Progress Reports.</p> <p>Disposition: Same as (1) above.</p> <p>(Cut off file of final reports and put in inactive file. Retain 2 years and transfer to FRC. Destroy when 10 years old)</p>	NC1-90-76-5 Item 65 (B-311 Item 67)	

Copy: WNRCT + WNR 1 item  
119 9-22-78